

[Company Logo/Letterhead]

[Date]

[Policyholder Name]

[Mailing Address]

[City, State, Zip Code]

**Subject: Welcome to Your New Homeowners Insurance Policy**

Dear [Policyholder Name],

Welcome to [New Insurance Company Name]. We are pleased to inform you that your homeowners insurance coverage has been successfully transferred from [Previous Insurance Company Name], effective [Effective Date].

Your new policy number is: **[Policy Number]**

We want to ensure this transition is as seamless as possible. Please review the enclosed Policy Declaration page to confirm that your coverage limits, deductibles, and property information are correct.

**What you need to do:**

- Review your coverage details in the attached documents.
- Update your records with your new policy number.
- If your insurance is paid through an escrow account, we have already notified your mortgage lender, [Mortgage Company Name], of this change.

At [New Insurance Company Name], we are committed to providing you with excellent service and protection for your home. You can manage your policy, view documents, and pay bills online at [Website URL].

If you have any questions regarding your new policy or need to make any changes, please contact your agent at [Agent Phone Number] or call our customer service team at [Customer Service Number].

Thank you for trusting us with your home insurance needs.

Sincerely,

[Sender Name/Department]

[New Insurance Company Name]