[Company Logo/Letterhead]

[Date]

[Policyholder Name]
[Address Line 1]
[Address Line 2]
[City, State, Zip Code]

Subject: Welcome to Your Whole Life Insurance Policy - Policy #[Policy Number]

Dear [Policyholder Name],

Thank you for choosing [Company Name] for your life insurance needs. We are pleased to welcome you as a policyholder and confirm that your Whole Life Insurance policy is now active.

Your policy provides more than just a death benefit; it is a permanent life insurance solution designed to build cash value over time. Enclosed with this letter, you will find your official policy document. Please review it carefully and keep it in a safe place.

Policy Summary:

- **Policy Number:** [Policy Number]
- **Coverage Amount:** $[Amount]
- **Premium Amount:** $[Amount]
- **Payment Frequency:** [Monthly/Quarterly/Annual]
- **Policy Effective Date:** [Date]

Next Steps:

1. **Review Your Beneficiaries:** Ensure the individuals listed are correct.
2. **Register Online:** Visit [Website URL] to manage your account, set up automatic payments, and track your cash value growth.
3. **Store Your Documents:** Inform your beneficiaries about this policy and where the documents are located.

If you have any questions regarding your coverage or need to make updates to your information, please contact our Customer Service team at [Phone Number] or email us at [Email Address].

We appreciate the trust you have placed in us to help protect your family's financial future.

Sincerely,

[Signature]

[Sender Name]
[Title]
[Company Name]