

[Date]

[Policyholder Name]

[Mailing Address]

[City, State, Zip Code]

Subject: Confirmation of Change in Payment Method

Dear [Policyholder Name],

This letter confirms that we have successfully updated the payment method for your homeowners insurance policy, number **[Policy Number]**.

As requested, your future premium payments will now be processed via:

- **New Payment Method:** [e.g., Automatic Bank Draft / Credit Card / Mortgage Escrow]
- **Effective Date:** [Date]
- **Next Scheduled Payment:** [Amount] on [Date]

Please note that depending on your billing cycle, it may take one full billing period for this change to reflect on your statements. If you previously had automatic payments scheduled under a different account, those have been deactivated in favor of this new method.

You can manage your policy and view your payment history at any time by visiting our website at [Website URL] or by using our mobile application.

If you did not authorize this change or if you have any questions, please contact our billing department immediately at [Phone Number] or [Email Address].

Thank you for choosing [Insurance Company Name] for your home protection needs.

Sincerely,

[Sender Name/Department]

[Insurance Company Name]