

[Insurance Company Name]  
[Street Address]  
[City, State, Zip Code]  
[Phone Number]

[Date]

[Policyholder Name]  
[Street Address]  
[City, State, Zip Code]

**RE: Notice of Updated Homeowners Policy Declarations**

Policy Number: [Policy Number]  
Property Address: [Insured Property Address]  
Effective Date: [Effective Date]

Dear [Policyholder Name],

Enclosed please find the updated Declaration Page for your homeowners insurance policy. This document reflects the recent changes made to your coverage, limits, or policy details as requested or required.

**Summary of Updates:**

- [Description of Change 1, e.g., Increase in Dwelling Coverage]
- [Description of Change 2, e.g., Updated Mortgagee Information]
- [Description of Change 3, e.g., Applied Discount or Endorsement]

Please review the attached document carefully to ensure all information is accurate. If you have a mortgage, a copy of this updated declaration has been sent to your lender: [Lender Name].

Your new premium, if applicable, is [New Premium Amount]. [Instruction regarding payment, e.g., Your monthly escrow or autopay will adjust accordingly].

If you have any questions regarding these updates or need further assistance, please contact your agent at [Agent Phone Number] or visit our website at [Website URL].

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

Sincerely,

[Agent Name/Department Name]  
[Insurance Company Name]