[Date]

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

Subject: Confirmation of Insurance Premium Discount - Roof Upgrade

Dear [Policyholder Name],

Thank you for notifying us regarding the recent upgrade to the roof on your property located at [Property Address]. We have received and reviewed the documentation provided, including the proof of installation and the materials used.

Because your new roof meets our safety and durability standards, we are pleased to inform you that you are now eligible for a **Roof Upgrade Premium Discount** on your homeowners insurance policy (Policy Number: [Policy Number]).

Discount Details:

- **Annual Discount Amount:** $[Amount]
- **Effective Date:** [Date]
- **New Annual Premium:** $[Amount]

This discount will be applied automatically to your next billing cycle. If you pay your premium in installments, your remaining payments for the current term will be adjusted accordingly. If you have already paid your premium in full, a refund check for the prorated difference will be mailed to you within [Number] business days.

Upgrading your roof is a proactive step in protecting your home from severe weather and reducing the risk of future claims. We appreciate your commitment to home maintenance and safety.

If you have any questions regarding this discount or your policy coverage, please contact our customer service department at [Phone Number] or visit our website at [Website].

Sincerely,

[Agent Name/Company Representative]
[Insurance Company Name]
[Phone Number]