

[Date]

[Policyholder Name]

[Mailing Address]

[City, State, Zip Code]

Subject: Renewal of Homeowners Insurance Policy #[Policy Number]

Dear [Policyholder Name],

Thank you for choosing [Insurance Company Name] for your home protection needs. We are pleased to provide you with your homeowners insurance renewal package for the upcoming term beginning on [Effective Date].

Enclosed you will find your updated Policy Declarations page, which summarizes your coverage limits, deductibles, and the annual premium. We recommend reviewing these documents carefully to ensure your coverage still meets your needs, especially if you have recently made renovations or major purchases.

What you need to do:

- **Review:** Check your coverage limits and personal information for accuracy.
- **Payment:** If you pay manually, please submit your premium by [Due Date] to avoid any lapse in coverage. If your premium is paid through an escrow account, we have sent a copy of this invoice to your mortgage lender.
- **Update:** Notify us if there have been any significant changes to your property.

Your peace of mind is our priority. If you have any questions regarding your renewal or wish to discuss potential discounts, please contact your agent at [Agent Phone Number] or visit our website at [Website URL].

We appreciate your continued business.

Sincerely,

[Sender Name/Signature]

[Title]

[Insurance Company Name]