[Date]

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

Subject: Delivery of Your Signature Insurance Portfolio - Policy Number: [Policy Number]

Dear [Client Name],

It is a pleasure to formally present your bespoke insurance portfolio. At [Company Name], we understand that your assets represent a significant lifetime of achievement, and we are honored to provide the sophisticated protection they require.

Enclosed, please find your comprehensive policy documentation, which has been tailored to reflect your unique risk profile and lifestyle requirements. We recommend reviewing the **Schedule of Assets** and **Coverage Summary** to ensure every detail aligns with your expectations.

Your Signature Benefits Include:

- Dedicated Private Client Advisor access.
- Bespoke risk management and loss prevention services.
- Priority claims handling with worldwide jurisdiction.
- [Additional Benefit, e.g., Kidnap & Ransom or Cyber Protection].

Please sign the enclosed **Acknowledgment of Receipt** and return it in the provided envelope at your earliest convenience. For your records, a digital copy of these documents has also been uploaded to your secure private portal.

If you have any questions regarding your coverage or wish to discuss updates to your portfolio, please contact me directly at [Phone Number] or via email at [Email Address].

Thank you for entrusting [Company Name] with your protection. We look forward to a long and successful partnership.

Sincerely,

[Signature]
[Name of Advisor]
[Title]
[Company Name]