

[Date]

[Policyholder Name]

[Mailing Address]

[City, State, Zip Code]

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

Dear [Policyholder Name],

Thank you for choosing [Insurance Agency/Company Name] for your homeowners insurance needs. We are pleased to provide you with your renewal policy for the upcoming term effective [Start Date] through [End Date].

Escrow Billing Information

Please note that your policy is set up for **Escrow Billing**. We have sent the annual premium invoice of \$[Premium Amount] directly to your mortgage lender, [Lender Name], for payment. No action is required from you at this time regarding the payment of this premium.

Policy Review

We recommend that you review the enclosed declarations page to ensure that your coverage limits, deductibles, and scheduled property remain accurate. If you have made any significant home improvements or if your contact information has changed, please notify us as soon as possible.

Your renewal documents are attached for your records. We appreciate your continued business and look forward to serving you for another year.

Sincerely,

[Agent Name/Agency Name]

[Phone Number]

[Email Address]

Enclosure: Renewal Declarations Page