

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Subject: Delivery of Your Cyber Liability Insurance Policy - Policy #[Policy Number]

Dear [Client Name],

Thank you for choosing [Agency/Company Name] for your cyber risk management needs. We are pleased to provide your Cyber Liability Insurance Policy issued by [Insurance Carrier].

Please review the enclosed documents carefully, paying close attention to the following sections:

- **Declarations Page:** Confirming your limits of liability, deductibles, and policy period.
- **Incident Response Plan:** Instructions on how to access emergency forensic and legal services.
- **Exclusions:** Specific scenarios or activities not covered by this policy.

In the event of a suspected data breach, unauthorized access, or ransomware attack, please contact the 24/7 Claims Hotline immediately at: **[Phone Number]**.

Prompt reporting is critical to mitigating damages and ensuring coverage compliance. Most cyber policies provide access to "Pre-Breach" risk management tools; we encourage you to utilize these resources to strengthen your digital security.

If you have any questions regarding your coverage or if your business operations change significantly, please do not hesitate to contact us.

Sincerely,

[Your Name]

[Your Title]

[Agency Name]

[Phone Number]

[Email Address]