

Dear [Client Name],

Thank you for choosing [Agency Name] for your insurance needs. We are pleased to deliver your new Cyber Liability insurance policy, effective [Date].

Your policy documents are attached to this email. We recommend reviewing the following sections carefully:

- **Declarations Page:** Confirming your limits, deductibles, and premium.
- **Breach Response Services:** Information on the immediate steps and resources available to you in the event of a cyber incident.
- **Retroactive Date:** Ensuring your prior acts are covered as discussed.

In the event of a suspected data breach, system failure, or cyberattack, please contact the 24/7 Claims Hotline at [Phone Number] immediately. Timely reporting is critical to accessing forensic and legal support.

Please save these documents for your records. If you have any questions regarding your coverage or risk management tools included with your policy, please feel free to contact me directly.

Sincerely,

[Agent Name]  
[Agency Name]  
[Phone Number]  
[Email Address]