[Your Name/Company Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Homebuyer Name]
[Property Address]
[City, State, Zip Code]

Dear [Homebuyer Name],

Congratulations on the purchase of your new home! Closing day is a significant milestone, and we are thrilled to welcome you to the community.

As you settle into [Property Address], our goal is to ensure that your investment is fully protected. We have reviewed the insurance requirements for your closing and have prepared a comprehensive homeowner's policy tailored specifically to your new property.

Included with this letter, you will find:

- Your Evidence of Insurance (EOI) for your lender.
- A summary of your coverage limits and deductibles.
- Contact information for claims and customer service.
- Information on how to set up your online account for easy bill pay.

Please take a moment to review these documents. If you have any questions regarding your coverage or if you would like to discuss additional protection-such as flood, jewelry, or umbrella insurance-please do not hesitate to reach out.

We are honored to be your insurance partner and look forward to serving you for many years to come.

Sincerely,

[Your Signature]

[Your Printed Name]
[Your Title/License Number]