[Date]

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

Dear [Contact Name],

Welcome to our Integrated Payroll and Workers' Compensation program. We are pleased to confirm that your payroll processing and workers' compensation insurance have been successfully synchronized.

By integrating these services, you will now benefit from:

- **Automatic Premium Payments:** Premiums will be calculated and deducted automatically based on your actual payroll runs.
- **Improved Cash Flow:** Eliminates large upfront deposits and minimizes year-end audit surprises.
- **Simplified Administration:** No need to manually report payroll data to your insurance carrier.

Next Steps:

Your coverage under this integrated plan is effective as of [Effective Date]. Your first premium deduction will occur on your next scheduled payroll date, [First Payroll Date].

If you have any questions regarding your payroll setup or your workers' compensation policy, please contact our support team at [Phone Number] or via email at [Email Address].

We look forward to working with you to streamline your business operations.

Sincerely,

[Your Name]
[Your Title]
[Company Name]