

Letter of Reassurance for Acknowledgment of Insurance Policy Delivery

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are pleased to inform you that your insurance policy has been successfully delivered and is now active. We appreciate your trust in [Insurance Company Name] and assure you that your protection is our top priority.

Should you have any questions regarding your policy or if you need further assistance, please do not hesitate to reach out to us at [Customer Service Phone Number] or [Customer Service Email].

Thank you for choosing [Insurance Company Name]. We look forward to serving you.

Sincerely,

[Your Name]

[Your Position]

[Insurance Company Name]