

Document Submission Confirmation

Date: [Insert Date]

To: [Insurance Company Name]

Address: [Insurance Company Address]

Dear [Insurance Agent's Name],

I am writing to formally submit the required documents for my homeowners insurance policy. Please find the following documents attached:

- Completed Application Form
- Property Ownership Proof
- Previous Insurance Policy (if applicable)
- Identification (Driver's License/Passport)
- Safeguard Measures Documentation

My policy number is [Insert Policy Number]. If you require any additional information or documentation, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter. I look forward to your confirmation of receipt.

Sincerely,

[Your Name]

[Your Address]

[Your City, State, ZIP]