

[Company Header/Logo Placeholder]

[Date]

[Policyholder Name]

[Address Line 1]

[Address Line 2]

[City, State, Zip Code]

Subject: Advance Guarantee of Policy Renewal

Dear [Policyholder Name],

This letter serves as a formal guarantee that your auto insurance policy, number **[Policy Number]**, is eligible for renewal for the upcoming term effective **[Renewal Date]**.

Based on your current standing, we guarantee the continuity of your coverage provided that the following conditions are met:

- Payment of the renewal premium is received by [Due Date].
- There are no material changes to your driving record or vehicle status prior to the effective date.
- All information provided in your original application remains accurate.

Your renewal premium for this period is estimated at **[\$Amount]**. A formal billing statement and updated policy documents will be mailed to you separately.

We value your continued trust in [Insurance Company Name]. No further action is required at this time to secure this guarantee other than maintaining your current account status.

Sincerely,

[Authorized Signature]

[Name of Underwriter/Agent]

[Insurance Company Name]

[Contact Phone Number]