

[Insurance Company Name]
[Street Address]
[City, State, Zip Code]
[Phone Number]

[Date]

[Policyholder Name]
[Mailing Address]
[City, State, Zip Code]

RE: RENTERS INSURANCE POLICY RENEWAL NOTICE

Policy Number: [Policy Number]
Renewal Period: [Start Date] to [End Date]
Property Address: [Insured Property Address]

Dear [Policyholder Name],

Your current renters insurance policy is scheduled to expire on [Current Expiration Date]. We are pleased to inform you that it is time to renew your coverage for another year.

Maintaining renters insurance is essential for protecting your personal belongings and providing liability coverage. Your renewal details are summarized below:

- **New Annual Premium:** \$[Amount]
- **Payment Due Date:** [Due Date]
- **Minimum Amount Due:** \$[Amount]

What you need to do:

If you have set up automatic payments, no further action is required. Your premium will be processed on the scheduled date. If you pay manually, please submit your payment via our online portal, by phone, or by mailing a check using the enclosed voucher.

We recommend reviewing your current coverage limits and deductible amounts. If you have recently purchased expensive items or experienced significant life changes, please contact your agent at [Agent Phone Number] to ensure your coverage remains adequate.

Thank you for choosing [Insurance Company Name] for your insurance needs.

Sincerely,

[Sender Name/Department]
[Insurance Company Name]