

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Subject: Notice of Renewal - Cyber Liability Insurance Policy #[Policy Number]

Dear [Client Contact Name],

Your Cyber Liability Insurance policy is scheduled to expire on [Expiration Date]. We are writing to begin the renewal process to ensure your business remains protected against evolving digital threats.

The cyber insurance market currently requires updated information regarding your security protocols. To secure your renewal quote, please complete the following steps:

- Review and update the attached renewal application.
- Provide confirmation of your current Multi-Factor Authentication (MFA) implementation.
- Submit details of any significant changes to your network infrastructure over the past year.

Please return the completed documentation by [Deadline Date] to avoid any lapse in coverage. Once received, we will review the terms with our underwriters and provide you with a formal renewal proposal.

If you have any questions regarding your current coverage or require assistance with the application, please contact us at [Phone Number] or [Email Address].

Sincerely,

[Your Name/Agent Name]

[Your Agency Name]