

[Date]

[Client Name]

[Company Name]

[Address]

[City, State, Zip Code]

**Subject: RENEWAL NOTICE: Cyber Liability Insurance Policy #[Policy Number]**

Dear [Client Contact Name],

We are writing to remind you that your commercial cyber insurance policy is set to expire on **[Expiration Date]**.

In an environment of increasing digital threats, maintaining continuous coverage is essential to protect your business from data breaches, ransomware, and cyber-related business interruptions. To ensure there is no lapse in your protection, we recommend starting the renewal process immediately.

**Next Steps:**

- Review your current coverage limits and deductibles.
- Complete the attached renewal application form.
- Notify us of any significant changes to your IT infrastructure or security protocols over the past year.

Please submit the updated information by [Due Date] so we can provide you with a competitive renewal quote. If you have any questions regarding your current policy or would like to discuss increasing your coverage limits, please contact us at [Phone Number] or [Email Address].

We appreciate your business and look forward to continuing to protect your digital assets.

Sincerely,

[Broker/Agent Name]

[Insurance Agency Name]