

[Date]

[Policyholder Name]

[Address Line 1]

[Address Line 2]

[City, State, Zip Code]

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

Dear [Policyholder Name],

This letter is to inform you that your Cyber Liability Insurance policy is scheduled to expire on **[Expiration Date]**.

To ensure continued protection against data breaches, ransomware, and other digital threats, we invite you to renew your coverage. Maintaining uninterrupted insurance is critical in today's evolving cyber threat landscape.

Renewal Details:

- **Policy Number:** [Policy Number]
- **Renewal Term:** [Start Date] to [End Date]
- **Renewal Premium:** \$[Amount]
- **Payment Due Date:** [Due Date]

Required Actions:

1. Review the attached renewal quote and updated policy terms.
2. Complete the enclosed Cyber Security Questionnaire (required for renewal).
3. Submit payment via [Payment Method/Link] by the due date.

Failure to renew by the expiration date may result in a lapse in coverage, leaving your business vulnerable to cyber-related financial losses.

If you have any questions or need to update your coverage limits, please contact your account manager at [Phone Number] or [Email Address].

Sincerely,

[Sender Name]

[Title]

[Insurance Company Name]