

Inquiry Regarding Annual Premium Invoice Payment Methods

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the payment methods available for the annual premium invoice issued for my policy [Policy Number].

Additionally, I would appreciate any information on deadlines for payment and potential late fees associated with the invoice. Please let me know if there are any specific steps I should follow to ensure a smooth payment process.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]

[Date]