

Dear [Policyholder's Name],

We hope this message finds you well. This is a friendly reminder that your health insurance premium for policy number [Policy Number] is due on [Due Date].

To ensure your coverage remains uninterrupted, please make your payment of [Amount Due] by the specified date. We understand that life can get busy, and we want to help you stay on track with your health insurance.

If you have already made your payment, please disregard this notice. If you have any questions or need assistance, feel free to contact our customer service at [Customer Service Number] or [Email Address].

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

Sincerely,  
[Your Name]  
[Your Position]  
[Insurance Company Name]  
[Contact Information]