

Notification of Insurance Premium Change

Date: [Insert Date]

Dear [Policyholder's Name],

We are writing to inform you that there will be a change in your insurance premium for policy number [Insert Policy Number]. Effective [Insert Effective Date], your new premium will be [Insert New Premium Amount].

This change is due to [briefly explain reason for change, e.g., "an annual review of your policy"].

If you have any questions or need further assistance, please do not hesitate to contact us at [Insert Contact Information].

Thank you for being a valued customer.

Sincerely,

[Your Company's Name]

[Your Name]

[Your Position]