

# Insurance Renewal Options for Your Commercial Property

Dear [Client's Name],

As we approach the expiration of your current insurance policy for [Property Address or Description], we would like to present you with several renewal options to ensure that your commercial property remains adequately covered.

## Renewal Options

- **Option 1:** Basic Coverage - Includes essential protections against fire, theft, and liability. Premium: [Amount]
- **Option 2:** Standard Coverage - Expands on Basic Coverage to include additional risks such as natural disasters. Premium: [Amount]
- **Option 3:** Comprehensive Coverage - Offers full protection, including business interruption and equipment breakdown. Premium: [Amount]

Please review the options above and let us know which plan you would like to proceed with by [Response Deadline]. If you have any questions or need further assistance, feel free to contact us at [Contact Information].

Thank you for your continued trust in [Insurance Company Name]. We look forward to serving your insurance needs.

Sincerely,

[Your Name]

[Your Title]

[Insurance Company Name]

[Contact Information]