Policy Renewal Notification

Dear [Policyholder's Name],

We would like to remind you that your life insurance policy #[Policy Number] is set to expire on [Expiration Date]. To ensure that you continue to have coverage, we encourage you to renew your policy.

Details of your current policy:

- Policyholder Name: [Policyholder's Name]
- Coverage Amount: [Coverage Amount]
- Premium Amount: [Premium Amount]
- Expiration Date: [Expiration Date]

Please contact us at [Customer Service Phone Number] or [Email Address] to discuss the renewal options available to you. We value your business and are here to assist you in any way we can.

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

Sincerely,

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