[Date]

[Client Name]
[Client Address]
[City, State, Zip Code]

Subject: Annual Life Insurance Protection Review - Policy #[Policy Number]

Dear [Client Name],

Thank you for choosing [Company Name] for your life insurance needs. We are writing to remind you that it is time for your annual protection review and policy renewal.

The purpose of this review is to ensure that your current coverage still aligns with your life goals and financial responsibilities. Significant life events over the past year-such as marriage, the birth of a child, a new home purchase, or changes in employment-may mean that your coverage levels need adjustment.

Policy Details:

- Current Benefit Amount: [Amount]
- Current Beneficiary: [Name]
- Renewal Date: [Date]
- New Premium Amount: [Amount]

To keep your protection active without interruption, please confirm your renewal by [Deadline Date]. If you would like to schedule a brief call to review your beneficiaries or increase your coverage limits, please contact your advisor at [Phone Number] or [Email Address].

We appreciate your continued trust in us to protect your family's future.

Sincerely,

[Your Name/Signature]
[Your Title]
[Company Name]