[Sender Name/Insurance Agency]
[Address]
[City, State, Zip Code]
[Phone Number]
[Date]

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

Subject: RENEWAL NOTICE - Watercraft Insurance Policy #[Policy Number]

Dear [Policyholder Name],

We hope you have been enjoying your time on the water. This letter is a friendly reminder that your watercraft insurance policy for your [Year, Make, and Model of Boat] is set to expire on [Expiration Date].

To ensure your vessel remains protected against physical damage, liability, and unforeseen accidents without any lapse in coverage, please review your renewal options below.

Renewal Details:

- **Policy Number:** [Policy Number]
- **Renewal Date:** [Renewal Date]
- **Premium Amount:** $[Amount]
- **Payment Due Date:** [Due Date]

How to Renew:

- **Online:** Visit [Website URL] and log into your account.
- **Phone:** Call us at [Phone Number] to pay via credit card or check.
- **Mail:** Send a check payable to [Company Name] using the enclosed envelope.

If there have been any changes to your watercraft, such as new equipment, engine upgrades, or changes in storage location, please contact your agent so we can update your policy accordingly.

Thank you for choosing [Company Name] for your marine insurance needs. We look forward to protecting you for another season.

Sincerely,

[Sender Name/Signature]
[Title]