

Subject: Friendly Reminder: Your Upcoming Premium Payment

Dear [Customer Name],

We hope you are having a great week.

This is a friendly reminder that the premium payment for your policy [Policy Number] is due on [Due Date].

Payment Details:

- Policy Type: [Policy Type]
- Amount Due: [Amount]
- Due Date: [Due Date]

To ensure your coverage remains active without interruption, please make your payment through one of the following methods:

- Online via our portal: [Link]
- Mobile App
- Bank Transfer
- Phone: [Phone Number]

If you have already made this payment, please disregard this message. If you have any questions or need assistance, our support team is happy to help.

Thank you for choosing [Company Name].

Best regards,

[Your Name/Department]

[Company Name]

[Contact Information]