

[Your Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Insurance Company Name]
[Annuity Department]
[Company Address]
[City, State, Zip Code]

RE: Request for Reinstatement of Annuity Contract #[Contract Number]

Dear Customer Service Department,

I am writing to formally request the reinstatement of my annuity contract, which recently lapsed due to non-payment of premiums. My policy details are as follows:

- **Contract Holder:** [Your Full Name]
- **Contract Number:** [Policy/Contract Number]
- **Date of Lapse:** [Date shown on lapse notice]

I value this investment and wish to restore the contract to active status. Please find enclosed a check/payment for \$[Amount], which covers the overdue premiums and any applicable late fees as specified in my recent notice.

If there are additional requirements for reinstatement, such as a formal application or a statement of health, please send the necessary forms to my address listed above or contact me via phone.

I look forward to receiving written confirmation that my annuity has been successfully reinstated and is back in good standing.

Sincerely,

[Your Signature]

[Your Printed Name]