

## **URGENT: FINAL NOTICE REGARDING YOUR RENTER'S INSURANCE**

Date: [Insert Date]

Property Address: [Insert Property Address]

Tenant Name: [Insert Tenant Name]

Dear [Tenant Name],

Our records indicate that we have not received proof of your renter's insurance premium payment or an updated policy certificate for the current term. This is your **last chance** to provide documentation before further action is taken.

As per your lease agreement, maintaining active renter's insurance is a mandatory requirement. Failure to provide proof of coverage puts you in violation of your lease terms.

### **Action Required Immediately:**

- Provide a copy of your paid premium receipt.
- Submit your updated Certificate of Insurance (COI) naming [Landlord/Property Management Name] as an Interested Party.
- Ensure your policy meets the minimum liability coverage of \$[Insert Amount].

Please submit these documents to [Insert Email Address/Portal Link] or the leasing office by [Insert Deadline Date/Time].

If we do not receive this documentation by the deadline, we may be forced to [Insert Consequence, e.g., charge a non-compliance fee / force-place a liability-only policy at your expense].

If you have already made this payment or sent the documents, please disregard this notice.

Sincerely,

[Management Name]

[Contact Phone Number]

[Contact Email]