

[Date]

[Policyholder Name]

[Address Line 1]

[Address Line 2]

[City, State, Zip Code]

**Re: NOTICE OF NON-RENEWAL OF INSURANCE**

Policy Number: [Policy Number]

Property Address: [Insured Property Address]

Expiration Date: [Policy Expiration Date]

Dear [Policyholder Name],

Please be advised that [Insurance Company Name] will not be renewing your insurance policy listed above. Your coverage will terminate at 12:01 A.M. on [Policy Expiration Date].

**Reason for Non-Renewal:**

On [Date of Inspection/Initial Notice], we notified you that certain repairs or maintenance were required to meet our underwriting standards. Specifically: [List Required Repairs, e.g., Roof Replacement].

The deadline to provide proof that these repairs were completed was [Deadline Date]. As we have not received verification of the completed repairs by the expired deadline, your policy no longer meets the eligibility requirements for renewal.

We recommend that you contact your insurance agent immediately to assist you in finding alternative coverage to ensure there is no lapse in your protection. If you have proof of completed repairs that was sent prior to this notice, please contact us at [Phone Number] or [Email Address].

Thank you for your prompt attention to this matter.

Sincerely,

[Underwriter Name/Department]

[Insurance Company Name]