[Date]

[Insured Name]
[Address Line 1]
[Address Line 2]
[City, State, Zip Code]

RE: PAST DUE NOTICE - Inland Marine Policy #[Policy Number]

Dear [Insured Name],

This letter serves as a formal warning that we have not received the scheduled installment payment for your Inland Marine insurance policy. Our records indicate that your account is currently past due.

Payment Details:

- Policy Type: Inland Marine
- Amount Due: $[Amount]
- Original Due Date: [Date]

To ensure that your equipment, tools, or cargo remain protected without interruption, please submit your payment immediately. Failure to bring your account current by [Cancellation Effective Date] may result in the cancellation of your coverage.

If you have already sent your payment, please disregard this notice. If you would like to pay by phone or have questions regarding your balance, please contact our billing department at [Phone Number].

Thank you for your prompt attention to this matter.

Sincerely,

[Sender Name]
[Company Name]
[Contact Information]