

TravelSafe Insurance Co.  
123 Traveler's Lane  
New City, State, ZIP  
Phone: (123) 456-7890

June 15, 2024

Mr. John Doe  
456 Explorer Ave  
Hometown, State, ZIP

**Subject: Travel Insurance Policy Renewal Reminder – Policy No. TI12345678**

Dear Mr. Doe,

We hope this letter finds you in good health and spirits. We would like to remind you that your travel insurance policy (Policy No. TI12345678) is due for renewal on July 10, 2024.

To continue enjoying uninterrupted coverage and benefits during your travels, please renew your policy before the expiration date. For your convenience, you may renew online at our website or by contacting our customer service team.

If you have any questions or require assistance with the renewal process, please feel free to reach out to us at (123) 456-7890 or email us at [support@travelsafe.com](mailto:support@travelsafe.com).

Thank you for choosing TravelSafe Insurance Co. We look forward to serving your travel insurance needs in the future.

Sincerely,

Laura Smith  
Customer Service Manager  
TravelSafe Insurance Co.