**#DATE#**

**#INSUREDNAME#**

**#ADDRESS#**

**RENEWAL NOTICE**

**POLICY NUMBER: #POLICYNUMBER#**

**INSURED: #INSUREDNAME#**

We write to remind you that the above captioned policy will fall due for renewal on **#RENEWALDATE#** and the premium due is **N** **#TOTAL#**. The renewal details are stated below

| **VEHICLE MAKE** | **REG. NUMBER** | **COVER TYPE** | **SUM INSURED (N)** | **PREMIUM DUE (N)** |
| --- | --- | --- | --- | --- |
| #VEHICLEMAKE# | #REGNUMBER# | #COVERTYPE# | #SUMINSURED# | #PREMIUMDUE# |

Meanwhile, we shall appreciate having your renewal instructions and your cheque for the premium due in compliance with the NAICOM rule of ‘No premium No cover’ to ensure continuity of cover and update our records.

The cheque should be written in the name of **CUSTODIAN AND ALLIED INSURANCE LIMITED** or a transfer can be made into any of the accounts given below:

**GTB - 0003033066; Zenith Bank - 1011564309; First Bank – 2003014725.**

***Please note*** *that in recent years, our Naira has witnessed substantial devaluation which has also impacted on the value of insurable properties. Therefore, we recommend that at renewal, you revalue your asset(s) in line with the current realities of the cost of replacement/repair with a view of ensuring adequacy of sum insured. If the sum insured at the time of loss is seen to be grossly less than the current market value of the vehicle, the insured may be called upon to contribute to partial losses.*

For further enquiries, please send a mail to [carecentre@custodianinsurance.com](mailto:carecentre@custodianinsurance.com) **or call 01-2774008-9**.

While we reiterate our commitment to offer you the best quality services at all times, we count on your patronage and look forward to receiving from you very shortly.

Yours faithfully,

**CUSTODIAN AND ALLIED INSURANCE LTD**

**#USERNAME# #HEADNAME#**

**#DIVISION#** **HEAD, #DIVISION#**