

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

UHC Insurance

[UHC Address]
[City, State, ZIP Code]

Subject: Insurance Renewal Request

Dear UHC Insurance Team,

I hope this letter finds you well. I am writing to formally request the renewal of my insurance policy with UHC. My policy number is [Your Policy Number].

I have greatly appreciated the coverage and services provided in the past year and would like to continue with my current plan. Please let me know if there are any forms or additional information needed from my side to facilitate the renewal process.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]