

# Insurance Endorsement Application

Date: [Insert Date]

To:

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Subject: Application for Property Inclusion - Endorsement Request

Dear [Insurance Company Representative's Name],

I am writing to formally request an endorsement to my current insurance policy (Policy Number: [Insert Policy Number]) to include an additional property located at [Insert Property Address].

Details of the property to be included:

- Property Address: [Insert Property Address]
- Type of Property: [e.g., Residential, Commercial]
- Estimated Value: [Insert Estimated Value]

As per our conversation on [Insert Date of Conversation], I understand that this endorsement will provide coverage for the newly included property under my existing terms and conditions. I have attached all pertinent documents, including property details and the valuation report, for your review.

Please let me know if any additional information is required to process my application. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]