

Indemnity Agreement Amendment Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Company]

[Company Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to formally request an amendment to the indemnity agreement dated [insert original agreement date], between [Your Company/Name] and [Recipient's Company/Name].

Due to [briefly explain the reason for the amendment, e.g., changes in project scope, additional services], we believe it is necessary to revise certain terms of the agreement. The specific amendments we propose are as follows:

- [Specify the first amendment]
- [Specify the second amendment]
- [Specify any additional amendments]

We believe that these amendments will clarify our mutual responsibilities and enhance our working relationship. Please let us know a convenient time for you to discuss this matter further.

Thank you for your attention to this request. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]