

# Shareholder Insurance Policy Addendum Information

Date: [Insert Date]

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

**To: [Shareholder's Name]**

[Shareholder's Address]

[City, State, Zip Code]

**Subject: Addendum to Shareholder Insurance Policy**

Dear [Shareholder's Name],

We are writing to inform you of an important addendum to the shareholder insurance policy that applies to your shares in [Company Name]. This addendum is effective as of [Effective Date].

The key changes include:

- Increased coverage limits to better protect shareholder investments.
- Clarification of policy exclusions related to [specific exclusions].
- Modification of premium rates as per the revised terms.

For a complete understanding of the modifications, please refer to the attached addendum document. We encourage you to review the changes carefully.

If you have any questions or need further clarification, feel free to contact us at [Phone Number] or [Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Company Name]