

Insurance Policy Endorsement Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Subject: Request for Endorsement of Increased Liability Limits

Dear [Insurance Agent's Name],

I hope this message finds you well. I am writing to formally request an endorsement to my current insurance policy, policy number [Insert Policy Number], to increase my liability limits.

Given [brief explanation of the reason for the request, e.g., changes in personal circumstances, business growth, etc.], I believe that an increase in liability coverage is necessary to ensure our protection against unforeseen events.

Please let me know the steps required to process this request, along with any additional information or paperwork you may need from my side. I appreciate your prompt attention to this matter and look forward to your response.

Thank you for your assistance.

Sincerely,

[Your Name]