

[Date]

[Insurance Company Name]

[Insurance Agent Name/Broker Name]

[Address]

[City, State, Zip Code]

RE: Request to Add Named Insured to Cyber Liability Policy

Policy Number: [Your Policy Number]

Dear [Agent Name],

I am writing to formally request an endorsement to our existing Cyber Liability Insurance policy to include an affiliate company as an Additional Named Insured.

Please find the details of the affiliate below:

- **Legal Entity Name:** [Full Legal Name of Affiliate]
- **Relationship to Primary Insured:** [e.g., Subsidiary / Parent Company / Shared Ownership]
- **Tax ID / EIN:** [Affiliate EIN]
- **Business Address:** [Affiliate Address]
- **Nature of Operations:** [Brief Description of Business Activities]
- **Effective Date:** [Requested Start Date for Coverage]

The affiliate mentioned above operates under the same cybersecurity protocols and management oversight as the primary policyholder. There have been no reported cyber incidents or claims involving this entity in the last [Number] years.

Please provide the endorsement paperwork and inform us of any adjustments to the premium resulting from this addition. If you require further documentation regarding the affiliate's network security or financials, please let me know.

Thank you for your assistance with this matter.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title]

[Primary Company Name]