

[Date]

[Lender/Financier Name]

[Lender Address]

[City, State, Zip Code]

RE: Confirmation of Loss Payee Addition

Policy Number: [Policy Number]

Insured: [Insured/Borrower Name]

Equipment Description: [Year, Make, Model, Serial Number/VIN]

Dear [Contact Name or Department],

This letter serves as formal confirmation that [Lender/Financier Name] has been added to the above-referenced insurance policy as a Loss Payee. This endorsement is specifically in relation to the financed equipment described above.

The policy has been updated to include your interest. In the event of a covered loss involving the specified equipment, claim payments will be made payable to the Insured and [Lender/Financier Name], as their interests may appear.

We have attached the updated Certificate of Insurance and the specific Loss Payee Endorsement page for your records. Please ensure that all future notifications regarding policy status, cancellations, or renewals are sent to the address provided above.

If you require any further documentation or have questions regarding the coverage limits, please contact our office at [Phone Number] or [Email Address].

Sincerely,

[Agent/Broker Name]

[Insurance Agency Name]

[Agency Phone Number]

Enclosure: Certificate of Insurance, Loss Payee Endorsement