[Date]

[Certificate Holder Name]
[Contact Person]
[Address]
[City, State, Zip Code]

RE: Issuance of Specific Waiver of Subrogation Endorsement

Dear [Contact Name],

As requested per the contract requirements for [Project Name/Contract Number], we are providing formal notice regarding the issuance of a Specific Waiver of Subrogation endorsement.

The following insurance policy has been endorsed to waive subrogation rights against [Certificate Holder/Entity Name] as required by our written agreement:

- **Policy Type:** [e.g., Workers Compensation / General Liability]
- **Policy Number:** [Policy Number]
- **Carrier:** [Insurance Company Name]
- **Effective Date:** [Date]
- **Endorsement Number:** [Endorsement Number]

Please find the attached endorsement page and updated Certificate of Insurance (COI) reflecting this status. This waiver applies specifically to claims arising out of our operations performed for your organization.

If you require any further documentation or have questions regarding this coverage, please contact [Name] at [Phone Number/Email].

Sincerely,

[Your Name]
[Your Title]
[Company Name]

Enclosures: Endorsement Page, Certificate of Insurance