[Date]

[Recipient Name]
[Recipient Title]
[Company Name]
[Address Line 1]
[City, State, Zip Code]

RE: Issuance of Project-Specific Waiver of Subrogation Endorsement

Project Name: [Project Name]
Project Number/Reference: [Reference Number]
Policy Number: [Insurance Policy Number]

Dear [Recipient Name],

This letter serves to formally confirm that [Insurance Company Name] has issued a Project-Specific Waiver of Subrogation endorsement in favor of [Name of Entity being waived, e.g., Client or Owner] for the above-referenced project.

Pursuant to the contractual requirements of the agreement dated [Contract Date], our insurance carrier has amended the following policy/policies to include this waiver:

- General Liability
- Workers' Compensation
- Professional Liability (if applicable)

Under this endorsement, the insurer waives any right of recovery against [Name of Entity] for losses arising out of operations performed by [Your Company Name] specifically for the [Project Name].

Please find the attached Certificate of Insurance and the specific Endorsement Page(s) reflecting this update. These documents should satisfy the insurance compliance requirements for our participation in the project.

Should you require any further documentation or have questions regarding this issuance, please contact our insurance representative, [Agent Name], at [Agent Phone/Email].

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Title]
[Your Company Name]

Enclosures: Certificate of Insurance, Endorsement Schedule(s)