

[Date]

[Appraiser Name]

[Appraisal Company Name]

[Address]

[City, State, Zip Code]

RE: Request for Certified Appraisal of Scheduled Equipment

Dear [Appraiser Name],

This letter serves as a formal request for a professional appraisal of the equipment listed below for Inland Marine insurance scheduling purposes.

The objective of this appraisal is to determine the **[Actual Cash Value / Replacement Cost Value]** of the following assets:

- [Item 1: Year, Make, Model, Serial Number/VIN]
- [Item 2: Year, Make, Model, Serial Number/VIN]
- [Item 3: Year, Make, Model, Serial Number/VIN]

Please ensure the final report includes:

- Current market analysis and valuation methodology.
- Detailed description of the equipment's condition and hour/mileage readings.
- Photographs of each unit and its identification plates.
- Verification of any permanent attachments or specialized modifications.

The equipment is currently located at: [Physical Address/Job Site].

Please contact [Contact Person Name] at [Phone Number] to schedule a time for inspection. We request that the completed appraisal report be delivered by [Due Date].

Thank you for your prompt attention to this request.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Company Name]

[Your Phone Number]