

[Current Date]

[Policyholder Name]

[Mailing Address]

[City, State, Zip Code]

Subject: Issuance of Earthquake Endorsement - Policy #[Policy Number]

Dear [Policyholder Name],

Thank you for choosing [Insurance Company Name]. We are writing to confirm that the requested Earthquake Endorsement has been successfully added to your existing insurance policy.

Enclosed you will find the updated Policy Declarations Page and the specific Endorsement form. These documents outline the additional coverage, the applicable earthquake deductible, and any changes to your premium.

Please review these documents carefully to ensure you understand the terms, conditions, and coverage limits. We recommend filing these papers with your original policy documentation for future reference.

If you have any questions regarding this endorsement or your policy in general, please contact your agent at [Agent Phone Number] or our customer service department at [Customer Service Number].

We appreciate your continued business and are pleased to provide you with this additional protection.

Sincerely,

[Sender Name/Department]

[Insurance Company Name]

Enclosures: Updated Declarations Page, Earthquake Endorsement Form