

[Date]

[Insurance Company Name]

[Underwriting Department]

[Address]

[City, State, Zip Code]

RE: Request for Building Ordinance or Law Coverage Endorsement

Policy Number: [Your Policy Number]

Property Address: [Insured Property Address]

Dear Underwriting Department,

Please accept this formal request to add a Building Ordinance or Law Coverage endorsement to the commercial property insurance policy referenced above, effective [Requested Effective Date].

We require the following coverages and limits to be applied to the insured location(s):

- **Coverage A (Loss to the Undamaged Portion of the Building):** [Full Replacement Cost / Specified Limit]
- **Coverage B (Demolition Cost Coverage):** \$[Dollar Amount]
- **Coverage C (Increased Cost of Construction Coverage):** \$[Dollar Amount]

These coverages are requested to ensure compliance with current local building codes, zoning laws, and ordinances in the event of a covered loss. We understand that this endorsement may result in an adjustment to the policy premium.

Please provide a formal quote for this endorsement or an updated declarations page reflecting these changes. If you require additional information or a building inspection report, please contact me at [Phone Number] or [Email Address].

Thank you for your assistance in ensuring our property is adequately protected.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Company Name]