

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Phone Number]
[Your Email Address]

[Date]

[Insurance Company Name]
[Agent's Name]
[Insurance Company Address]
[City, State, Zip Code]

RE: Policy Number: [Your Policy Number]

Dear [Agent Name],

I am writing to formally request the addition of a Valuable Items Rider (Scheduled Personal Property Endorsement) to my current homeowners/renters insurance policy, effective as of [Requested Start Date].

I wish to provide specific coverage for the following item(s):

- Item: [Description of item, e.g., Engagement Ring]
Manufacturer/Brand: [Name]
Appraised Value: \$[Amount]
- Item: [Description of item, e.g., Luxury Watch]
Manufacturer/Brand: [Name]
Appraised Value: \$[Amount]

Attached to this letter, please find the professional appraisals and/or purchase receipts for each item listed above to verify their current market value.

Please review this request and provide me with an updated declarations page and a summary of the additional premium cost. If you require further documentation or a physical inspection of the items, please let me know at your earliest convenience.

Thank you for your assistance in ensuring my valuables are properly protected.

Sincerely,

[Your Signature]

[Your Printed Name]