

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

[Date]

[Insurance Company Name]
[Insurance Company Address]
[City, State, Zip Code]

RE: Request to Remove Valuable Articles Rider/Endorsement

Policy Number: [Your Policy Number]

Endorsement Number: [Endorsement Number, if applicable]

Dear Customer Service Department,

I am writing to formally request the removal of the Valuable Articles Rider (Endorsement) from my current insurance policy, effective as of [Date].

Please remove the coverage for the following item(s):

- [Description of Item 1, e.g., Engagement Ring]
- [Description of Item 2, e.g., Rolex Watch]

The reason for this request is [Reason: e.g., the items have been sold / I no longer possess these items / I no longer require additional coverage].

Please provide a written confirmation once this endorsement has been removed and advise of any adjustments or refunds regarding my premium payments. I understand that once this rider is removed, these specific items will no longer be covered under the special limits of this endorsement.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature]
[Your Printed Name]