

**UPDATE LETTER**

**(SAMPLE ONLY - TO BE SUBMITTED ON FIRM LETTERHEAD)**

The undersigned has made specific inquiry of all attorneys and employees in the firm as to their knowledge of any matter, which could result in a claim against the firm in the future. All attorneys and employees have responded in the negative to my inquiry or where anyone has responded other than in the negative, the matters identified have been reported to the firm's expiring insurer.

Therefore, this certifies that the undersigned is not aware of any claim nor any act, error or omission that could lead to a possibility of a claim since the completion of the application dated \_\_\_\_\_.

This is also to certify that the information contained in the application remains unchanged since its original completion, including any amendments attached prior to the date of this letter.

\_\_\_\_\_  
Signature of Partner, Owner or Officer

\_\_\_\_\_  
Current Date