



JPMorgan Chase Bank, NA  
Attn: TX1-0013  
P.O. Box 9110  
Coppell, TX 75019-9110

## Insurance Renewal Courtesy Notice

Date: 3/27/2025

**ACTION REQUIRED** | Please update your proof of insurance

**Loan Number** : 100018625

**Location of Property** : 336 EAST 56TH ST, NEW YORK, NY, 100220000

Dear CHARLES HENRY PROPERTIES LLC,

Our records indicate the following insurance coverage for the property that is collateral for the above referenced loan will expire within the next 30 days. Please send proof of insurance renewal as soon as possible.

Coverage	Policy Number	Expiration Date
Business Interruption / Loss of Rents	WPP181732305	4/26/2025
General Liability	WPP181732305	4/26/2025
Property/Hazard	WPP181732305	4/26/2025

To best serve you, we will directly contact your agent to obtain the insurance documents that we need. Below is the contact information we have on file for your agent(s). If any of it is incorrect or incomplete, please call us today at **866-412-4452** so we can update our records.

LUSTGARTEN ASSOCIATES INC, 375 5TH AVENUE 3RD FLOOR, NEW YORK NEW YORK 10016, 2126832440, 2124477265, admin@lustgarten-insurance.com  
LUSTGARTEN ASSOCIATES INC, 375 5TH AVENUE 3RD FLOOR, NEW YORK NEW YORK 10016, 2126832440, 2124477265, Services@lustgarteninsurance.com

### Next steps

Please send updated proof of insurance, as soon as possible. Your insurance proof should be in the form of:

- An ACORD 28—Evidence of Commercial Property Insurance
- An ACORD 25—Certificate of Liability Insurance

### We are here to help

If you have already sent proof of adequate insurance, disregard this notice. If you have questions or concerns, please call us at **1-866-412-4452**. Our Insurance Servicing Team is available Monday through Friday 8:30 a.m. - 7:00 p.m. ET.

Thank you for your business.

Sincerely,

### IMPORTANT BANKRUPTCY INFORMATION

If you or your account is subject to pending bankruptcy proceedings, or if you received a bankruptcy discharge, this notice is for informational purposes only and is not an attempt to collect a debt.

LTR 121



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JPMorgan Chase Bank, N.A.

If you have a copy of the required proof of insurance, please send a copy to us:

Mailing Address	*Email	Fax
JP Morgan Chase Bank, N.A. Attn: TX1-0013 P.O. Box 9110 Coppell, TX 75019-9110	<a href="mailto:gm.records.management@chase.com">gm.records.management@chase.com</a>  *NOTE: Email is unmonitored box for document submission only. Inbound communications will not be read.	1-866-271-7330

The proof of insurance should include:

- Loan number(s)
- Agent contact information including fax, email, and phone number
- Policy number
- Property address
- Coverage for the full insurable value on a replacement cost basis
- The policy coverage dates
- Borrowing entity name listed as named insured
- Mortgagee / Loss Payee / Additional Insured clause that lists us exactly as follows:  
**JP Morgan Chase Bank N.A. and its successors and assigns**  
**Attn: TX1-0013**  
**PO Box 9110**  
**Coppell TX 75019-9110**

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