

# Property Damage Insurance Claim

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, ZIP Code]

Dear [Claims Adjuster's Name],

I am writing to formally submit a claim for property damage to my vehicle, which occurred on [Date of Incident]. My policy number is [Your Policy Number].

On the aforementioned date, my vehicle was involved in an accident when [brief description of the incident, e.g., "another driver collided with my car at the intersection of Main St. and 1st Ave."]. The damage to my vehicle includes [describe the damage, e.g., "a dented rear bumper and broken tail lights"].

I have attached the following documents to support my claim:

- Copy of the police report
- Photographs of the damage
- Repair estimates from certified mechanics
- Any other relevant documents

Please let me know if you require any further information to process my claim. I appreciate your prompt attention to this matter and look forward to your response.

Thank you for your cooperation.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]