

# Insurance Claim Request for Property Damage

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Subject: Property Damage Insurance Claim Request

Dear [Claims Adjuster/Insurance Agent's Name],

I am writing to formally request a claim for property damage under my insurance policy number [Insert Policy Number].

On [Insert Date of Incident], my property located at [Insert Property Address] sustained significant damage due to [briefly explain the incident, e.g., a storm, fire, etc.].

The damages include [describe the damages in detail, e.g., roof damage, water damage, etc.]. I have attached photographs of the damage along with any relevant repair estimates.

I would appreciate your prompt attention to this matter and look forward to your response regarding the next steps in processing my claim.

Thank you for your assistance.

Sincerely,

[Your Name]