

My vehicle, a [Year, Make, Model of Vehicle], was damaged by [describe the nature of the damage, e.g., flooding, wind damage, debris impact]. The estimated cost of repairs is [Estimated Cost], which I have documented with photographs and repair estimates attached to this letter.

I request an inspection of the damage at your earliest convenience and any guidance you can provide regarding the process for my claim. Please let me know if further information is needed.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]