

Insurance Claim Letter

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 [Insurance Adjuster's Name],

I am writing to formally submit a claim for damages sustained to my property as a result of the windstorm that occurred on [date of storm]. My policy number is [policy number].

During the storm, my home suffered significant damage, including [describe the specific damages, e.g., roof damage, broken windows, etc.]. I have attached photographs documenting the damage and any relevant repair estimates.

I would appreciate it if you could send an adjuster to assess the damage at your earliest convenience. Please let me know if you require any further information to process my claim.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]