

# Insurance Claim for Windstorm Damage

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Insurance Company Name]  
[Insurance Company Address]  
[City, State, Zip Code]

Dear [Claims Adjuster's Name],

I am writing to formally submit a claim regarding damage sustained to my personal belongings due to the windstorm that occurred on [date of the storm]. My policy number is [policy number].

The following items were damaged:

- [Item 1 Description]
- [Item 2 Description]
- [Item 3 Description]

I have attached documentation including photographs of the damaged items and receipts to assist in the evaluation of my claim.

Please let me know if any further information is required. I look forward to your prompt attention to this matter.

Thank you for your assistance.

Sincerely,  
[Your Name]