

# Subrogation Recovery Demand

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Insured's Insurance Company]

[Insurance Company Address]

[City, State, Zip Code]

Re: Subrogation Recovery Demand - Claim # [Claim Number]

Dear [Insurance Adjuster's Name],

We are writing to formally request the recovery of damages as per the above-referenced matter involving theft/vandalism that occurred on [Date of Incident]. Our insured, [Insured's Name], suffered a loss of [Description of Loss] amounting to [Amount].

The incident was reported to the local authorities on [Date of Report], and a police report has been filed under report number [Report Number]. Attached for your review are copies of the police report, photographs of the damage, and any supporting documentation related to the loss.

As the responsible party, [Responsible Party's Name], should be held liable for these damages, we request that you initiate recovery proceedings against them. Please confirm receipt of this letter and provide us with an update on your recovery efforts.

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

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title]

[Your Company Name]