

Vandalism Insurance Claim Initiation

Date: [Insert Date]

To: [Insurance Company Name]

Address: [Insurance Company Address]

City, State, ZIP: [Insert City, State, ZIP]

Policy Number: [Insert Policy Number]

Claim Number: [Insert Claim Number]

Dear Claims Adjuster,

I am writing to formally initiate a claim for vandalism to my personal belongings that occurred on [Date of Incident]. The incident took place at my residence located at [Your Address].

Description of the Incident:

[Provide a brief description of the incident, including details of how and when it occurred.]

Damaged Items:

- [Item 1 - Description and Estimated Value]
- [Item 2 - Description and Estimated Value]
- [Item 3 - Description and Estimated Value]

I have attached copies of relevant documents, including the police report, photographs of the damage, and receipts for the damaged items.

Please let me know if you require any additional information to process my claim. I appreciate your prompt attention to this matter and look forward to your response.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Address]

[City, State, ZIP]

[Your Phone Number]

[Your Email Address]