

Documentation Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email Address]

[Your Phone Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, ZIP Code]

Subject: Request for Documentation Related to Comprehensive Coverage Claim

Dear [Claims Adjuster's Name],

I am writing to formally request the necessary documentation to support my comprehensive coverage claim, referenced as Claim #[Insert Claim Number]. To proceed with my claim, I kindly ask you to provide the following documents:

- Incident Report
- Photos of the Damage
- Repair Estimates
- Any Pertinent Correspondence

Thank you for your prompt attention to this matter. Please let me know if you require any further information from my side.

Sincerely,

[Your Name]