

Liability Insurance Claim Submission

Date: [Insert Date]

To,

[Insurance Company Name]

[Insurance Company Address]

Subject: Submission of Liability Insurance Claim

Dear [Claims Adjuster's Name],

I am writing to formally submit a claim under my liability insurance policy #[Insert Policy Number] for the incident that occurred on [Insert Date of Incident].

The details of the incident are as follows:

- **Nature of Incident:** [Describe the incident]
- **Date of Incident:** [Insert Date]
- **Location of Incident:** [Insert Location]
- **Parties Involved:** [List all parties involved]

Attached are the required documents for your review:

- [List of Attached Documents such as Police Report, Photographs, etc.]

Please let me know if you require any additional information to process my claim.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]