

# Property Loss Claim Initiation

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Insurance Company Name]

[Claims Department Address]

[City, State, Zip Code]

## **Subject: Initiation of Property Loss Claim - Theft**

Dear Claims Adjuster,

I am writing to formally initiate a claim for the theft-related loss I experienced on [date of theft] at my property located at [property address].

Details of the incident:

- Date of theft: [Date]
- Time of theft: [Time]
- Description of stolen items: [List of items]
- Estimated value of stolen items: [Value]

Additionally, I have attached relevant documents, including the police report (Report Number: [Report Number]) and any photographs of the scene.

Please let me know if you require any further information or additional documentation to process my claim. I look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]