

Property Damage Claim Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear [Claims Adjuster Name],

I am writing to formally submit a property damage claim under my auto insurance policy ([Your Policy Number]) regarding an accident that occurred on [Date of Accident] at [Location of Accident].

During this incident, my vehicle sustained significant damage, which has resulted in repair costs. Enclosed you will find copies of the following documents:

- Provide a copy of the police report
- Photos of the damage to my vehicle
- Estimates for repairs from authorized service centers
- Any additional relevant documentation

The total estimated cost for the repairs is [Total Repair Cost]. I kindly request that you process this claim at your earliest convenience and inform me about the needed steps to move forward.

Thank you for your attention to this matter. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you require any additional information.

Sincerely,

[Your Name]