

# Property Damage Claim Letter

Date: \_\_\_\_\_

To: [Insurance Company Name]

Address: [Insurance Company Address]

Policy Number: \_\_\_\_\_

Claim Number: \_\_\_\_\_

Dear [Claims Adjuster's Name],

I am writing to formally submit a claim for property damage covered under my renters insurance policy (Policy Number: [Your Policy Number]). The incident occurred on [Date of Incident] at my residence located at [Your Address].

Details of the incident: [Briefly explain what happened, how it happened, and what damage occurred. Include specifics about the property damaged. For example, "A water pipe burst in my bathroom, causing damage to the flooring and drywall."]

I have attached the following documentation to support my claim:

- Photographs of the damage
- Estimates for repairs
- A copy of the police/fire report (if applicable)
- Any other relevant documents

I appreciate your prompt attention to this matter and look forward to your response. Please do not hesitate to reach out if you need any additional information or documentation.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Phone Number]

[Your Email Address]