

Property Repair Acknowledgment

Date: [Insert Date]

To: [Insert Insurer's Name]

From: [Your Name]

Address: [Your Address]

Policy Number: [Insert Policy Number]

Claim Number: [Insert Claim Number]

Dear [Insurer's Name],

I am writing to formally acknowledge the completion of repairs at my property located at [Insert Property Address]. The repairs were necessary due to [briefly describe the reason for repairs, e.g., fire damage, water damage].

The following repairs have been completed:

- [Repair Item 1]
- [Repair Item 2]
- [Repair Item 3]

I have attached all relevant documentation including receipts, invoices, and photographs of the completed work for your review.

Thank you for your assistance in processing my claim. Should you require any additional information or documentation, please do not hesitate to contact me at [Insert Your Phone Number] or [Insert Your Email Address].

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]