

# Home Insurance Claim Request

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Insurance Company Name]

[Insurance Company Address]

[City, State, ZIP Code]

Dear [Claims Adjuster's Name],

I am writing to formally request the initiation of a claim under my home insurance policy, number [Policy Number]. On [Date of Incident], my property located at [Property Address] sustained damage due to [brief description of the incident, e.g., storm, fire, etc.].

The damage includes [list the damage briefly, e.g., roof damage, water leakage, etc.]. I have enclosed copies of relevant documents including photographs of the damage, repair estimates, and any police or fire department reports.

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

Thank you for your attention to this issue.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]