

# Insurance Claim Submission for Vandalism

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]

To: [Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear Claims Adjuster,

I am writing to formally submit a claim under my renters insurance policy (# [Insert Policy Number]) for damages resulting from vandalism that occurred at my residence on [Insert Date of Incident].

Details of the incident are as follows:

- Date and time of incident: [Insert Date and Time]
- Description of the damage: [Provide details about the vandalism]
- Estimated cost of repairs: [Insert Estimated Cost]
- Police Report Number (if applicable): [Insert Report Number]

I have attached the following documents to support my claim:

- Photos of the damage
- Copy of the police report
- Estimates/Invoices for repairs

Please let me know if you require any further information or documentation. I appreciate your prompt attention to this matter and look forward to your response.

Thank you for your assistance.

Sincerely,

[Your Name]