

# Property Insurance Claim Request

Date: [Insert Date]

To:

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear Claims Department,

I am writing to formally request a property insurance claim for damage sustained to my residential property located at [Your Property Address]. The damage occurred on [Date of Damage] due to [Description of Incident, e.g., a storm, fire, etc.].

Upon inspection, I have discovered the following damages:

- [Description of Damage 1]
- [Description of Damage 2]
- [Description of Damage 3]

I have attached the following documentation to support my claim:

- [Photographs of the Damage]
- [Copy of the Police Report, if applicable]
- [Estimates for Repairs]
- [Any other relevant documents]

Please let me know if any further information is needed to process my claim. I appreciate your prompt attention to this matter and look forward to your response.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]