

Property Insurance Claim Submission for Theft

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Policy Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear Claims Adjuster,

I am writing to formally submit a claim for theft under my property insurance policy, policy number [Your Policy Number]. The incident occurred on [Date of Theft] at my residence located at [Your Address].

Upon returning home, I discovered that [briefly describe what was stolen and any relevant details about the items]. I have enclosed a police report (Report No. [Report Number]) that was filed with the local authorities, along with photographs of the damages and a list of stolen items with their estimated values.

Thank you for your attention to this matter. I look forward to your prompt response regarding the processing of this claim. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you require any further information.

Sincerely,

[Your Name]