

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Subject: Hazard Insurance Claim Submission - Policy Number [Insert Policy Number]

Dear [Claims Adjuster's Name],

I am writing to formally submit a claim for hazard insurance under my policy number [Insert Policy Number] due to [briefly describe the incident, e.g., fire, flood, etc.]. The incident occurred on [Insert Date of Incident] and has caused significant damage to my property.

Attached to this letter, you will find the necessary documentation, which includes:

- A completed claim form
- Photographs of the damage
- Estimates for repairs
- Any relevant reports (e.g., police, fire department, etc.)

Please acknowledge the receipt of this claim and let me know if any additional information is required. I look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]