

Damage Repair Authorization

Date: [Insert Date]

To: [Repair Company Name]

Address: [Repair Company Address]

From: [Your Name]

Address: [Your Address]

Policy Number: [Your Policy Number]

Subject: Authorization for Water Damage Repair

Dear [Repair Company Name],

I, [Your Name], hereby authorize [Repair Company Name] to proceed with the necessary repairs related to the water damage at my property located at [Property Address]. This authorization is in connection with my insurance claim for the incident that occurred on [Date of Incident].

It is understood that the following work will be conducted:

- [Description of repairs needed]
- [Additional repairs if applicable]

Please proceed with the repairs as soon as possible. I request that you keep me informed of the progress and provide any updates regarding the estimated completion date.

Thank you for your assistance in this matter.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Contact Information]