

Insurance Claim Documentation Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear [Claims Adjuster Name],

I hope this message finds you well. I am writing to formally request the necessary documentation for my insurance claim following the car accident that occurred on [Date of Accident]. My policy number is [Policy Number] and the claim number is [Claim Number].

To proceed with my claim, I would appreciate it if you could provide the following documents:

- Accident report
- Witness statements
- Photographs of the accident scene
- Any other relevant documentation

If there is any other information you require from my side, please do not hesitate to contact me at [Your Phone Number] or [Your Email]. Thank you for your assistance in this matter.

Sincerely,

[Your Name]