

Insurance Claim Documentation Request

Date: [Insert Date]

To:

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Claim Number: [Insert Claim Number]

Dear [Claims Adjuster's Name],

I am writing to formally request the necessary documentation to support my liability claim regarding the incident that occurred on [Date of Incident].

As per our previous discussions, I understand that the following documents are required:

- Police report or incident report
- Witness statements
- Medical records and bills (if applicable)
- Photos of the incident or damages
- Any other relevant documentation

Thank you for your attention to this matter. Please let me know if there are any additional requirements or forms I need to complete. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]