

# Flood Damage Liability Assessment Report Request

**Date:** [Insert Date]

**To:** [Recipient's Name or Title]

**Company/Organization:** [Company Name]

**Address:** [Company Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request a liability assessment report regarding the flood damage that occurred on [insert date of the flood] at [insert specific location or property details]. In light of the recent events, it is crucial for us to understand the extent of the damage and determine the appropriate liability.

We kindly ask for your assistance in providing a comprehensive assessment that includes the following:

- Details of the damage incurred
- Analysis of liability factors
- Recommendations for rectification and prevention

Please let us know if there are any forms or information you require to proceed with this request. We appreciate your prompt attention to this matter and look forward to your response.

Thank you.

Sincerely,

[Your Name]

[Your Title]

[Your Company/Organization]

[Your Contact Information]