

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Insurance Company Name]
[Claims Department Address]
[City, State, Zip Code]

Subject: Home Damage Insurance Claim - [Your Policy Number]

Dear Claims Adjuster,

I am writing to formally submit a claim for damages to my home under policy number [Your Policy Number]. On [Date of Incident], my property located at [Your Home Address] suffered significant damage due to [brief description of the incident, e.g., "a severe storm", "a fire", etc.].

The damages include:

- [Description of Damage 1]
- [Description of Damage 2]
- [Description of Damage 3]

I have attached the following documentation to support my claim:

1. Photographs of the damages
2. A copy of the police report (if applicable)
3. Repair estimates from licensed contractors
4. A detailed list of damaged personal property

I kindly request that an adjuster be assigned to my case at your earliest convenience. My goal is to ensure that all necessary steps are taken to restore my home to its original condition.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]