

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

[Recipient's Name]  
[Recipient's Address]  
[City, State, Zip Code]

Subject: Demand for Compensation for Theft and Property Loss

Dear [Recipient's Name],

I am writing to formally demand compensation for the theft and subsequent loss of my property, which occurred on [date of theft]. The following items were stolen:

- [Item 1 Description]
- [Item 2 Description]
- [Item 3 Description]

The total value of the stolen property is estimated at [total amount]. I have enclosed copies of relevant documents, including police report, receipts, and photographs of the stolen items.

I request that you respond to this letter within [number of days, e.g., 15 days] to discuss the compensation for the loss incurred. Should I not receive a response, I may have to consider further action to recover my loss.

Thank you for your immediate attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]