August \_\_\_\_\_, 2017

**VIA ELETRONIC MAIL OR FACSIMILE**

[\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_@\_\_\_\_\_\_\_\_\_\_\_\_\_.com](mailto:________________@_____________.com)

**(\*\*\*) \*\*\*-\*\*\*\***

Insurance Company Name

Address

City, State, Zip

RE: POLICY NO. \_\_\_\_\_\_\_\_\_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ESTIMATED DATE OF DAMAGE: AUGUST \_\_\_\_\_, 2017

Dear Claims Department:

Please allow this letter to serve as notice of my filing a claim for damages due to Hurricane Harvey on the above referenced property covered under the above referenced policy number. At the present time, visible signs of damage due to Hurricane Harvey has been observed, but the extent of damage cannot be determined at the present time. Please initiate a claim by assigning an adjuster and a claim number to my property. Thank you for your time and attention to this matter. Should you have any questions, do not hesitate to contact me at (\*\*\*) \*\*\*-\*\*\*\*.

Sincerely,

Name of policy owner