

Date: [Insert Date]

To: [Insurance Adjuster Name]
Insurance Company: [Company Name]
Claim Number: [Insert Claim Number]
Policy Number: [Insert Policy Number]

Subject: Update on Property Damage Claim and Contractor Estimate Submission

Dear [Adjuster Name],

I am writing to provide an update regarding my insurance claim for the damages occurred at [Property Address] on [Date of Loss].

In accordance with our previous communication, I have consulted with a licensed contractor to assess the full extent of the damage. Attached to this letter, please find the formal itemized estimate provided by [Contractor Name/Company].

The attached estimate covers the following repairs:

- [Damage Area 1, e.g., Roof Repair]
- [Damage Area 2, e.g., Water Mitigation]
- [Damage Area 3, e.g., Flooring Replacement]

The total estimated cost for labor and materials is \$[Total Amount]. Please review this document and let me know if it aligns with your internal assessment or if you require a secondary inspection of the property.

I look forward to receiving your approval to proceed with these repairs. Please contact me at [Phone Number] or [Email Address] if you have any questions or require additional documentation.

Sincerely,

[Your Name]
[Your Signature]