

Insurance Documentation Template

Subject: Stock Confirmation for Insurance Claim - Policy No. [Number]

Dear Insurance Adjuster,

I am submitting this stock confirmation letter in support of our insurance claim filed under Policy Number [Number] dated [Date of Incident].

Pre-Loss Stock Position (as of [Date]):

Item Description: [Details]

Quantity: [Number] units

Purchase Date: [Date]

Original Cost: [Amount]

Current Market Value: [Amount]

Condition: [New/Used/Fair/Poor]

Post-Loss Assessment:

Damaged Items: [List and quantities]

Destroyed Items: [List and quantities]

Salvageable Items: [List and quantities]

Total Claimed Amount: [Amount]

This confirmation is based on our inventory records, purchase invoices, and physical assessment conducted immediately after the incident. All supporting documentation including receipts, invoices, and photographs are attached herewith.

I hereby declare that the information provided is accurate and complete. I understand that any false or misleading information may result in claim rejection.

Please contact me at [Phone] or [Email] for any additional information or to schedule a physical inspection.

Sincerely,

[Name]

[Title]

[Company Name]

[Date]

[Signature]

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