

# Property Damage Claim Form

## For Tenants

This **property damage claim form** sample is designed specifically for tenants to document and report any damages efficiently. It ensures all necessary details are captured to support a smooth and effective claims process. Tenants can use this template to provide clear evidence for repairs and insurance purposes.

### 1. Tenant Information

**Full Name:**

**Rental Property Address:**

**Contact Number:**

**Email Address:**

### 2. Landlord/Property Manager Information

**Landlord/Property Manager Name:**

**Contact Number:**

**Email Address:**

### 3. Damage Details

**Date Damage Occurred:**

**Location/Room (e.g. kitchen, bedroom):**

**Description of Damage:**

**Suspected Cause:**

**Were there any witnesses?**

-- Select --

**If yes, provide names and contact information:**

#### 4. Supporting Evidence

**Attach Photos (if submitting digitally):**

No file selected

**Receipts or Estimates for Repairs (if available):**

No file selected

#### 5. List of Damaged Items/Areas

Item/Area	Description of Damage	Estimated Repair/Replacement Cost

#### 6. Additional Notes

**Please provide any other relevant information:**



**I hereby declare that the above information is true and accurate to the best of my knowledge.**

**Tenant Signature:**

**Date:**

**Note:** Please keep copies of this form and all supporting documents for your records.