

YOUR COMPANY LETTERHEAD HERE

To XXXXX Fire DEPARTMENT
Address XXXXXX
CA Zip Code: XXXX

Re: FCA No: XX-XXXXX 00/00/24
Job Name:
Loss Site:
Insured:
Claim:
XXXXXX

To Whom It May Concern:

Fire Cause Analysis has been retained by my firm, **YOUR COMPANY NAME HERE**, to perform an investigation into the cause and origin of the fire at the above referenced location. As part of this investigation, Fire Cause Analysis has our approval to request the Sheriff's Department report for the above referenced fire loss.

Regards,

YOUR SIGNATURE
YOUR NAME
YOUR COMPANY NAME

Phone: XXX | email: XXX

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