

# Construction Delay Insurance Claim

Date: [Insert Date]

To: [Insurance Company Name]

Address: [Insurance Company Address]

Subject: Insurance Claim for Construction Delay Due to Labor Shortages

Dear [Claims Adjuster's Name],

I am writing to formally submit a claim regarding the delay of our construction project located at [Project Address] due to labor shortages. The project, which commenced on [Start Date], was significantly impacted by a shortage of skilled labor available for the required tasks.

Despite our best efforts to recruit and retain qualified personnel, we have encountered unforeseen challenges in the labor market that have hindered our progress. As evidence of this issue, we have attached documentation including:

- Hiring records and job postings
- Correspondence with staffing agencies
- Records of delays attributed to labor shortages

Due to these delays, we have incurred additional costs that are covered under our delay insurance policy. According to our agreement, we believe that we are entitled to compensation for the following expenses:

- Extended equipment rental costs
- Additional materials procurement
- Potential liquidated damages from the client

We kindly request your prompt attention to this matter and would appreciate an acknowledgment of receipt of this claim. Should you require any further information, please do not hesitate to reach out to me at [Your Phone Number] or [Your Email Address].

Thank you for your attention and assistance in this matter. We look forward to your favorable response.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Address]

[Phone Number]

[Email Address]