

Business Interruption Insurance Claim for Utility Outages

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Subject: Business Interruption Insurance Claim for Utility Outages

Dear [Adjuster's Name],

I am writing to formally submit a claim for business interruption insurance due to utility outages that occurred from [Start Date] to [End Date]. Our business was significantly impacted as we were unable to operate normally during this period.

Details of the outage:

- Type of utility affected: [Electricity/Water/Internet/etc.]
- Total duration of the outage: [X hours/days]
- Impact on business operations: [Briefly explain how the outage affected your operations]
- Estimated loss of revenue: [Insert estimated amount]

Attached are the documents supporting our claim, including:

- Utility outage reports
- Financial statements for the affected period
- Any correspondence with utility providers

We trust that you will process this claim promptly. If you require any additional information, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]