

Travel Insurance Claim

Date: [Insert Date]

To,
[Insurance Company Name]
[Address Line 1]
[Address Line 2]
[City, State, Zip Code]

Subject: Claim for Reimbursement - Flight Accident

Dear [Insurance Company Contact],

I am writing to formally submit a claim for reimbursement regarding the flight accident that occurred on [Date of Incident] involving flight [Flight Number]. I hold a travel insurance policy with your company, policy number [Policy Number].

The details of the flight incident are as follows:

- **Passenger Name:** [Your Name]
- **Flight Number:** [Flight Number]
- **Date of Incident:** [Date]
- **Location of Incident:** [Location]
- **Description of Incident:** [Brief Description]

Attached are copies of all necessary documents including:

- Flight tickets
- Incident report
- Medical reports (if applicable)
- Any other relevant documents

Please process this claim at your earliest convenience. I look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,
[Your Name]
[Your Address Line 1]
[Your Address Line 2]
[City, State, Zip Code]
[Your Email Address]
[Your Phone Number]