

# Travel Insurance Claim - Lost Luggage Reimbursement

Date: [Insert Date]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear Claims Department,

I am writing to formally file a claim for the reimbursement of my lost luggage during my recent travel. The details of my claim are as follows:

- **Name:** [Your Full Name]
- **Policy Number:** [Your Policy Number]
- **Travel Date:** [Date of Travel]
- **Flight Number:** [Flight Number]
- **Incident Description:** My luggage was reported lost by [Airline Name] at [Location].
- **Report Number:** [Report Number from Airline]

I have attached all necessary documents including the airline's report, my travel itinerary, and receipts for any essential items purchased as a result of my luggage being lost.

I kindly request your prompt attention to this matter and look forward to your response. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you need any further information.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]