

Travel Insurance Claim for Personal Liability Reimbursement

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear Claims Department,

I am writing to formally submit a claim for personal liability reimbursement under my travel insurance policy (Policy Number: [Your Policy Number]). This claim is related to an incident that occurred on [Date of Incident] while I was traveling in [Location].

Details of the Incident:

- Incident Date: [Date]
- Location: [Location]
- Description: [Brief description of the incident]
- Total amount claimed: [Amount]

Enclosed are copies of relevant documents, including:

- Incident reports
- Receipts and invoices
- Police report (if applicable)
- Any correspondence related to the incident

Please let me know if you require any additional information to process my claim. I appreciate your prompt attention to this matter and look forward to your response.

Thank you.

Sincerely,

[Your Name]