

Cyber Liability Insurance Claim Letter

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Insurance Company Name]
[Insurance Company Address]
[City, State, Zip Code]

Subject: Claim for Cyber Liability Insurance - Policy #[Policy Number]

Dear [Claims Adjuster's Name],

I am writing to formally submit a claim under my cyber liability insurance policy, #[Policy Number], for third-party liability arising from a breach that occurred on [Date of Breach].

Summary of Incident:

[Provide a brief summary of the incident, including what led to the breach, the data involved, and any affected third parties.]

Impacted Parties:

- [Name of Third Party 1]
- [Name of Third Party 2]

Details of Damages:

[Describe any damages incurred, including financial loss, legal fees, and any notification or remediation costs.]

Attached you will find the following documents to support my claim:

- [Document 1: Description]
- [Document 2: Description]

I kindly request your prompt attention to this matter. Please acknowledge receipt of this letter and inform me of any additional information you may require to process my claim.

Thank you for your cooperation.

Sincerely,

[Your Name]