

Letter of Clarification for Business Interruption Insurance Coverage

Date: [Insert Date]

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

[Recipient Name]
[Recipient Position]
[Recipient Company Name]
[Recipient Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Clarification of Business Interruption Insurance Coverage

I am writing on behalf of [Your Company Name] to seek clarification regarding our business interruption insurance coverage under policy number [Insert Policy Number]. We would like to understand the extent of the coverage in relation to potential business interruptions that may arise due to unforeseen circumstances.

Specifically, we would appreciate insights on the following points:

- Covered events causing business interruption
- Duration of coverage and waiting periods
- Documentation required for claims
- Compensation limits and payment structures

Understanding these details is vital for our contingency planning and ensuring that our business remains operational even during challenging times.

Thank you for your attention to this matter. We look forward to your prompt response.

Sincerely,

[Your Name]
[Your Position]
[Your Company Name]