

Insurance Claim for Business Interruption

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear [Insurance Adjuster's Name],

Subject: Claim for Business Interruption - Policy #[Insert Policy Number]

I am writing to formally submit a claim for business interruption under our construction insurance policy due to the recent disruptions caused by [briefly describe the event, e.g., fire, flood, etc.] on [date of the event]. This incident has resulted in significant financial losses for our business.

Details of the claim are as follows:

- Incident Date: [Insert Date]
- Project Name: [Insert Project Name]
- Location: [Insert Project Location]
- Nature of Business Interruption: [Briefly describe how the business was interrupted]
- Estimated Losses: [Insert Estimated Losses]

Attached are the required documents including the incident report, financial statements prior to the event, and any other pertinent information to support this claim.

We appreciate your prompt attention to this matter and look forward to a timely resolution. Please do not hesitate to contact me should you require any additional information.

Thank you for your assistance.

Sincerely,

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