

Insurance Claim for Travel Disruption

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: Travel Disruption Claim - Policy Number [Insert Policy Number]

Dear [Claims Adjuster's Name],

I am writing to formally submit a claim for travel disruption under my travel insurance policy, number [Insert Policy Number], due to [briefly explain the reason for disruption, e.g., flight cancellation, natural disaster, etc.].

Details of the disruption are as follows:

- **Travel Dates:** [Insert travel dates]
- **Original Itinerary:** [Brief description of your travel plans]
- **Disruption Details:** [Provide details regarding the disruption]

Please find attached the necessary documentation to support my claim, including:

- [Ticket/Booking confirmation]

- [Cancellation notice]
- [Receipts for additional expenses, if applicable]

I would appreciate your prompt attention to this matter and look forward to your response. Should you require any additional information, please do not hesitate to contact me.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]