

# Letter of Claim for Personal Liability Coverage

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

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

Dear Claims Adjuster,

I am writing to formally file a claim regarding personal liability coverage under my credit card travel insurance policy (Policy Number: [Your Policy Number]). The incident occurred on [Date of Incident] while I was traveling in [Location].

Briefly, the circumstances of the incident are as follows: [Describe the incident, including any relevant details and the individuals involved].

I have attached copies of the relevant documents, including the incident report, receipts, and any correspondence related to the event. Please inform me if you require any additional information or documentation.

I appreciate your prompt attention to this matter and look forward to your response. Should you need to reach me, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your assistance.

Sincerely,

[Your Name]