

[Your Company Name]

[Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

[Recipient Name]

[Recipient Address]

[Recipient City, State, Zip Code]

Subject: Aviation Accident Liability Notification

Dear [Recipient Name],

We regret to inform you that on [date of the accident], an aviation accident involving [describe aircraft and incident briefly] occurred. We acknowledge the impact and seriousness of this event.

We are currently conducting a thorough investigation to determine the circumstances surrounding the accident. Please be assured that we are committed to cooperating with all relevant authorities and stakeholders.

As required by applicable laws and regulations, we are notifying you of our liability in relation to the incident. Our team is working diligently to assess any claims and will communicate with you as soon as more information is available.

If you have any questions or require further information, please do not hesitate to contact our claims department at [claims department phone number] or [claims department email].

We appreciate your understanding during this difficult time.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]