

# Cyber Liability Insurance Claim Letter

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

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

## Subject: Claim for Regulatory Fines Due to Data Leak

Dear Claims Adjuster,

I am writing to formally submit a claim under our cyber liability insurance policy [Policy Number] due to regulatory fines incurred as a result of a data leak that occurred on [Date of Incident].

On the aforementioned date, our organization experienced a data breach that resulted in the exposure of sensitive customer information, leading to regulatory scrutiny and subsequent fines imposed by [Regulatory Authority]. To date, the total fines amount to [amount].

Attached to this letter, you will find all relevant documentation including:

- A copy of the fine notice from [Regulatory Authority]
- Incident report detailing the data leak
- Communications related to the breach
- Policy documents outlining coverage

I believe this incident falls within the purview of our cyber liability coverage, and I request an expedited review of this claim. Please let me know if you require any additional information or documentation.

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

Sincerely,

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