

Professional claim for flight disruption compensation

Subject: Travel Insurance Claim - Flight Delay/Cancellation Compensation

Dear Claims Department,

I am writing to formally submit a claim under my travel insurance policy [Policy Number] for expenses incurred due to flight disruption during my recent trip.

On [Date], my scheduled flight [Flight Number] from [Origin] to [Destination] was [delayed by X hours/cancelled]. This disruption resulted in additional expenses including accommodation, meals, and rebooking fees totaling \$[Amount].

I have enclosed all relevant documentation including original tickets, receipts, airline confirmation of delay/cancellation, and proof of additional expenses incurred.

I request prompt processing of this claim and look forward to your response within the timeframe specified in my policy terms.

Sincerely,

[Your Name]

[Policy Number]

[Contact Information]

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