

Heartfelt claim for family emergency trip cancellation

Subject: Trip Cancellation Claim - Family Emergency

Dear Claims Advisor,

With a heavy heart, I am writing to file a claim for trip cancellation due to an unexpected family emergency under my travel insurance policy [Policy Number].

Just days before my planned departure on [Date], my [relationship] was hospitalized with a serious medical condition requiring immediate family support. This unforeseen circumstance forced me to cancel my entire trip to [Destination], scheduled from [Date] to [Date].

The non-refundable expenses I'm claiming include: airfare (\$[Amount]), hotel reservations (\$[Amount]), and tour bookings (\$[Amount]), totaling \$[Total Amount].

I have provided medical documentation from the attending physician, proof of relationship, and all original booking confirmations showing the non-refundable nature of these expenses.

I understand this is a difficult situation to verify, and I appreciate your understanding during this challenging time for my family.

Respectfully,

[Your Name]

[Policy Number]

Get more templates here: <https://www.lettersandtemplates.com/letters/travel-insurance-claim-letter>