

Marine Cargo Loss Notification Acknowledgement Letter

Date: [DD/MM/YYYY]
Reference No.: [Reference Number]
To: [Claimant Name / Company Name]
[Address Line 1]
[City, Postal Code, Country]

Subject: Acknowledgement of Marine Cargo Loss Notification

Dear [Claimant Name],

This is to acknowledge receipt of your notification regarding the reported loss/damage of marine cargo, as per the below details:

Consignment Details: [Description of Cargo]
Bill of Lading No.: [BL Number]
Date of Loss / Damage: [Date]
Place of Loss / Damage: [Location]
Policy/Certificate No.: [Insurance Policy or Certificate Number]

Please note that your notification has been registered under the above reference number. Further processing will commence pending submission of all required documents and information as per the policy terms.

Should any additional details or clarifications be necessary, our claims team will contact you accordingly.

We appreciate your prompt notification and assure you of our best attention.

Sincerely,

[Authorized Signatory Name]
[Position/Designation]
[Company/Insurer Name]

Important Notes:

- This acknowledgement is not an admission of liability.
- All required supporting documents must be submitted for claim processing.
- Retain all original shipping and loss-related documents for verification.
- Notify the carrier and/or port authorities as per policy requirements.
- Prompt and accurate information expedites the claim settlement process.