

# Beneficiary Benefit Claim Update Request

Date: [Insert Date]

To: [Insurance Company/Agency Name]

Attention: [Contact Person's Name]

Address: [Insurance Company/Agency Address]

Dear [Contact Person's Name],

I hope this message finds you well. I am writing to request an update regarding the status of the benefit claim submitted on [Insert Claim Submission Date] for the beneficiary [Insert Beneficiary's Name]. The claim reference number is [Insert Claim Reference Number].

It has been [insert duration] since the submission, and I would appreciate any information you can provide regarding the progress of the claim. If any additional documentation or information is required from my side, please do not hesitate to let me know.

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

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]