

# Plan Suspension Inquiry

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to inquire about the suspension of my plan, account number [Your Account Number]. I recently received a notification regarding the suspension and would like to understand the reasons behind it and the steps I need to take to resolve the issue.

Additionally, I would appreciate it if you could provide any relevant information regarding the duration of the suspension and any alternatives available during this time.

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

Sincerely,

[Your Name]