

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

## **Subject: Follow-Up on Loan Insurance Settlement**

Dear [Recipient Name],

I hope this message finds you well. I am writing to follow up on the loan insurance settlement communication regarding my account #[Account Number], which was discussed on [Date of Previous Communication].

As I have not yet received any updates, I would appreciate any information you can provide about the status of my claim and any further actions required on my part.

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

Sincerely,

[Your Name]