

Confirmation of Accident Claim Inquiry

Dear [Claimant's Name],

Thank you for reaching out regarding your accident claim. We have received your inquiry dated [Date of Inquiry] and would like to confirm that it is currently being processed.

Our team is reviewing the details of your claim and we will get back to you within [Time Frame]. Should you have any additional information, please do not hesitate to contact us at [Contact Information].

Thank you for your patience in this matter.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]