

Request for Life Insurance Policy Maturity Benefits

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To,

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Subject: Request for Maturity Benefits for Policy No: [Policy Number]

Dear [Insurance Company Name/Representative],

I am writing to formally request the maturity benefits for my life insurance policy bearing the policy number [Policy Number], which is due for maturity on [Maturity Date].

As per the terms and conditions of the policy, I am entitled to receive the maturity benefits. Kindly let me know the necessary documentation required from my end to facilitate the processing of my request.

I would appreciate a prompt response to this request. Thank you.

Sincerely,

[Your Name]