

Claim Withdrawal Follow-Up

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient's Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to follow up on my recent request to withdraw my claim submitted on [Claim Submission Date]. I would like to formally confirm the withdrawal and ensure that all necessary procedures have been followed.

If there are any additional documents or confirmations needed from my side, please do not hesitate to inform me. I appreciate your attention to this matter and look forward to your confirmation of the claim's withdrawal.

Thank you for your cooperation.

Sincerely,

[Your Name]