

Insurance Claim Inquiry Letter

Date: [Insert Date]

[Your Name]

[Your Address] [City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Insurance Company Name]

[Insurance Company Address] [City, State, Zip Code]

Dear [Claims Adjuster's Name],

I am writing to inquire about the status of my insurance claim, referenced under policy number [Policy Number], which was submitted on [Date of Claim Submission]. As I haven't received any updates, I would appreciate your assistance in expediting the resolution process.

The details of the claim are as follows:

- Claim Number: [Claim Number]
- Date of Incident: [Incident Date]
- Type of Claim: [Type of Claim]

I understand these processes can take time, but a swift resolution is critical for my circumstances. If you could provide an update or let me know if any additional information is needed, I would be very grateful.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]