

Grievance Letter Regarding Employer Insurance Policy Rejection

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally express my grievance regarding the recent rejection of my application for the employer-sponsored insurance policy. My application was submitted on [date of application submission], and I received notification of its rejection on [date of rejection notification].

According to my understanding of the policy and our discussions prior to my application, I believe that my qualifications and status do meet the requirements for coverage. I have attached supporting documents that outline my eligibility.

I would appreciate a thorough review of my application and the decision made regarding the insurance policy. It is important to me to understand the reasons for the rejection, as I feel that I am entitled to the benefits as an employee of [Company Name].

I look forward to your prompt response to my grievance and a resolution to this matter.

Thank you for your attention to this issue.

Sincerely,

[Your Name]