

Your Name  
Your Address  
City, State, Zip Code  
Email Address  
Phone Number  
Date

Insurance Company Name  
Claims Department  
Company Address  
City, State, Zip Code

Dear Claims Adjuster,

I hope this message finds you well. I am writing to follow up on my recent residential insurance claim filed on [Date of Claim] for [Brief Description of Claim]. My claim number is [Claim Number].

As I have not yet received an update regarding the status of my claim, I would appreciate any information you could provide. Timely processing of this claim is essential for me to address the damages incurred at my residence.

Please let me know if any further documentation or information is needed from my side to expedite this process. Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,  
[Your Name]