

Your Name

Your Address

City, State, Zip Code

Email Address

Phone Number

Date

Claims Department

Insurance Company Name

Company Address

City, State, Zip Code

Subject: Follow-Up on Personal Accident Insurance Claim Number [Claim Number]

Dear Claims Department,

I hope this message finds you well. I am writing to follow up on the status of my personal accident insurance claim, which I submitted on [Date of Claim Submission]. My claim number is [Claim Number].

As I have not received an update regarding my claim, I would appreciate any information you could provide regarding its progress. If any additional documentation or information is needed from my end, please do not hesitate to let me know.

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

Sincerely,

[Your Name]