

Insurance Documentation Request for Dispute

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 Department,

I am writing to formally request documentation related to my insurance policy, [Policy Number], in relation to the ongoing dispute regarding my claim [Claim Number].

Specifically, I would like to obtain the following documents:

- All correspondence related to my claim.
- The original policy document.
- Any notes or records from the adjuster regarding my claim.
- Details of any denial letters or reasons for claim adjustment.

It is essential for me to have this information in order to address the dispute effectively. Please send the requested documents to my address listed above or via email at [Your Email].

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]