

Follow-Up on Insurance Contract Error Resolution

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Insurance Company Name]

[Claims Department or specific contact person's name]

[Insurance Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on my recent inquiry regarding an error that I discovered in my insurance contract (Policy Number: [Your Policy Number]). On [Date of Initial Inquiry], I reached out to report [brief description of the error]. Despite our initial communication, I have not yet received an update on the status of the resolution.

As this matter is quite urgent, I would appreciate any information you could provide regarding the progress of resolving this issue. Additionally, if any further documentation or clarification 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]