

Update Request for Extended Claim Information

Date: [Insert Date]

To: [Claim Department/Contact Person]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Contact Person's Name],

I hope this message finds you well. I am writing to request an update regarding my extended claim, reference number [Insert Claim Number]. As I have not yet received any additional information since my last correspondence on [Insert Date of Last Communication], I would appreciate your assistance in providing the current status.

Understanding the status of my claim is crucial for my planning, and I would be grateful if you could expedite this process. Should you need any further information from my end, please do not hesitate to reach out.

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

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]