

Letter of Explanation for Insurance Coverage Shortages

Date: [Insert Date]

[Your Name] [Your Address] [City, State, Zip Code] [Email Address] [Phone Number]

To: [Insurance Company Name] [Insurance Company Address] [City, State, Zip Code]

Subject: Explanation for Insurance Coverage Shortages

Dear [Recipient's Name],

I am writing to formally address concerns regarding my insurance coverage, particularly the shortages that have arisen in my recent claims. My policy number is [Insert Policy Number].

Upon reviewing my policy and the claims submitted, I have identified specific discrepancies that I believe need clarification. [Briefly explain the reason for coverage shortages, including relevant dates and policy details.]

I kindly request a detailed explanation of the limitations and exclusions applicable to my policy that may have contributed to these shortages. Understanding these factors will help me ensure that I have appropriate coverage moving forward.

Thank you for your attention to this matter. I look forward to your prompt response so we can resolve this issue effectively.

Sincerely,

[Your Name]