

Claim Processing Issue Notification

Dear [Recipient's Name],

We are writing to inform you that there has been an issue with the processing of your claim submitted on [Claim Submission Date]. Our records indicate that the claim is currently under review, and we require additional information to proceed.

Please provide the following information at your earliest convenience:

- [Specific Information Needed 1]
- [Specific Information Needed 2]
- [Specific Information Needed 3]

We apologize for any inconvenience this may cause and appreciate your prompt attention to this matter. Once we receive the requested information, we will expedite the processing of your claim.

If you have any questions or need further assistance, please do not hesitate to contact us at [Contact Information].

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Contact Information]