

Claim Review Update Required

Date: [Insert Date]

Claimant Name: [Insert Claimant Name]

Claim Number: [Insert Claim Number]

Dear [Claimant Name],

We hope this message finds you well. We are writing to inform you that your claim with the number [Insert Claim Number] is currently under review. To ensure a smooth resolution, we require some additional information from you.

Please provide the following documents/information at your earliest convenience:

- [Insert Required Document/Information 1]
- [Insert Required Document/Information 2]
- [Insert Required Document/Information 3]

Thank you for your cooperation.

Sincerely,

[Insert Your Name]

[Insert Your Title]

[Insert Company Name]

[Insert Company Contact Information]