

Inquiry Regarding Life Insurance Disbursement

Date: _____

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

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to inquire about the disbursement status of the life insurance policy held by [Policyholder's Name], with policy number [Policy Number].

The claim was submitted on [Date of Claim Submission], and I would appreciate any updates regarding its processing and expected disbursement timeline.

Please let me know if you require any additional information or documentation to expedite the process.

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 Contact Information]