

Inquiry for Long-Term Disability Benefits Application

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

[Recipient Name]
[Company/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to inquire about the status of my application for long-term disability benefits that I submitted on [Date of Application Submission]. My case reference number is [Case Reference Number].

As I have not yet received an update regarding my application, I would appreciate any information you could provide regarding its current status and any additional documentation that may be required to expedite the process.

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

Sincerely,

[Your Name]