

Insurance Complaint Letter

Your Name

Your Address

City, State, Zip Code

Email Address

Phone Number

Date: [Insert Date]

Customer Service Department

Insurance Company Name

Insurance Company Address

City, State, Zip Code

Subject: Formal Complaint Regarding Network Provider Issues

Dear Customer Service,

I am writing to formally express my dissatisfaction with the network provider issues I have encountered while using my insurance plan with [Insurance Company Name]. My policy number is [Your Policy Number].

On [specific date], I attempted to access services with [Provider Name], which is listed as part of your network. Unfortunately, I faced multiple challenges, including [briefly describe issues, e.g., unavailability of services, billing problems, etc.]. These issues have caused significant inconvenience and distress.

Despite my attempts to resolve these matters through your customer support, [explain previous attempts to resolve the issue, if applicable]. I am disappointed with the lack of effective solutions provided.

As a loyal policyholder, I expect prompt action regarding this matter. I kindly request a thorough investigation into this situation and a prompt response outlining the steps that will be taken to resolve my complaint.

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

Sincerely,

[Your Name]