

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Claims Department]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear Claims Department,

I hope this message finds you well. I am writing to inquire about the current status of my claim, which was submitted on [Date of Submission] with the claim number [Claim Number]. I would appreciate any updates you can provide regarding its progress.

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

Sincerely,

[Your Name]