

Concern Regarding Claim Processing Delays

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my concerns regarding the delays I have experienced with the processing of my claim, #[Claim Number]. It has been [duration of delay] since I submitted all required documents on [submission date], and I have yet to receive an update on the status of my claim.

As a loyal customer, I expected a more timely handling of my claim and would appreciate any information you can provide regarding the cause of the delay and the expected timeframe for resolution.

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

Sincerely,

[Your Name]