

# Anticipated Case Resolution Timeframe

Date: [Insert Date]

Recipient Name

Recipient Address

City, State, ZIP Code

Dear [Recipient Name],

We are writing to provide you with an update regarding the status of your case, reference number [Insert Reference Number]. We appreciate your patience as we work diligently to resolve this matter.

Based on the current progress of your case and the information we have gathered, we anticipate that the resolution timeframe will be approximately [Insert Timeframe, e.g., 6-8 weeks]. This estimate may vary depending on the complexities that may arise during the process.

We are committed to keeping you informed and will provide you with updates as necessary. If you have any questions in the meantime, please feel free to reach out to us at [Insert Contact Information].

Thank you for your understanding and cooperation.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]