

Insurance Claim Adjustment Request

Dear [Insurance Company Name],

I hope this letter finds you well. I am writing to formally request an adjustment to my insurance claim associated with my policy number [Policy Number] and claim number [Claim Number], which was submitted on [Date of Claim Submission].

Upon reviewing the claim details and your recent correspondence regarding its status, I believe there are additional factors that warrant reconsideration. Specifically, [briefly explain the reasons for your adjustment request, such as new evidence, overlooked damages, or policy clarifications].

I have attached supporting documents, including [list any documents such as invoices, photographs, or reports], to assist in the review of my request.

Thank you for your attention to this matter. I look forward to your prompt response and hope for a fair resolution to my claim.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]