

# Insurance Claim Notification

Date: [Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Contact Name],

I am writing to formally notify you of an insurance claim that I have recently filed with [Insurance Company Name] related to [brief description of the event, e.g., fire, theft, natural disaster, etc.], which has impacted my financial situation and my ability to meet my loan obligations.

Claim Number: [Claim Number]

Policy Number: [Policy Number]

As a result of this incident, I may experience temporary difficulties in making my loan payments. I am currently working with [Insurance Company Name] to expedite the claim process, and I expect to have more information regarding the outcome in the coming weeks.

I would appreciate your understanding and support during this time. If possible, I kindly request that you consider providing some flexibility with my upcoming payments, such as a grace period or a temporary reduction in payments until my claim is resolved.

Thank you for your attention to this matter. I look forward to your prompt response, and I am available for any discussions or documentation you may need.

Sincerely,

[Your Name]