

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear [Claims Adjuster's Name or "Claims Department"],

I hope this message finds you well. I am writing to inquire about the status of my insurance claim submitted on [insert date of claim submission], under policy number [insert policy number].

As of today, I have not received any updates regarding my claim, and I would appreciate your assistance in providing me with information about the progress. If any additional documents or actions are required from my side, please let me know at your earliest convenience.

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

Sincerely,

[Your Name]