

# Appeal for Delayed Insurance Premium Refund

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

To,

[Insurance Company Name]

[Company Address]

[City, State, ZIP Code]

Subject: Appeal for Delayed Insurance Premium Refund

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally appeal for the refund of my insurance premium for policy number [Policy Number], which was due to be refunded on [Expected Refund Date]. As of today, I have not received the refund, and I would like to request an update on its status.

Despite my previous correspondences regarding this matter on [List any previous dates of communication], I have yet to receive a satisfactory response. The delay is causing me financial strain, and I appreciate your attention to expedite this process.

I kindly ask you to look into this issue and process my refund at your earliest convenience. If further information is required to facilitate this request, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]