

Petition for Grace Period on Insurance Claim Deadlines

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear [Insurance Adjuster's Name/Claims Department],

Subject: Request for Grace Period on Claim Deadlines

I am writing to formally request a grace period regarding the deadlines associated with my insurance claim (Claim Number: [Insert Claim Number]). Due to [briefly explain situation, e.g., "unforeseen circumstances" or "recent emergencies"], I am unable to provide the necessary documentation by the original deadline of [Insert Deadline Date].

I kindly ask for an extension until [Proposed New Deadline Date] to complete my submission. This additional time will allow me to gather all required documents thoroughly.

Thank you for your understanding and consideration of my request. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending by mail)]

[Your Printed Name]