

Your Name  
Your Address  
City, State, Zip Code  
Email Address  
Phone Number  
Date

Insurance Company Name  
Insurance Company Address  
City, State, Zip Code

Dear Claims Adjuster,

I am writing to follow up on my insurance claim regarding the auto accident that occurred on [date of accident], which was reported under claim number [claim number].

It has been [number of weeks/days] since I submitted my claim, and I have not yet received any updates on its status. I understand that processing times may vary, but I would appreciate any information you could provide regarding the progress of my claim.

If you require any additional documentation or information from my end to expedite the process, please let me know, and I will provide it promptly.

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

Sincerely,  
Your Name