

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Phone Number]  
[Email Address]

[Date]

[Adjuster Name or Claims Department]  
[Insurance Company Name]  
[Company Address]  
[City, State, Zip Code]

**RE: Claim Number: [Your Claim Number]**  
**Policy Number: [Your Policy Number]**  
**Date of Loss: [Date of Weather Event]**

Dear [Adjuster Name],

I am writing to request a formal update regarding the status of my roof replacement claim for the property located at [Property Address].

It has been [Number] days since the initial inspection was completed, and I would like to know the current stage of the review process and the expected timeline for a final determination.

Additionally, I am requesting a copy of the official weather report or meteorological data that your department is using to evaluate this claim. If a third-party forensic weather service was utilized to verify the storm activity on [Date of Loss], please provide those specific findings for my records.

Please let me know if there are any further documents or information required from my end to expedite the processing of this claim. I look forward to receiving the requested weather information and a status update within [Number] business days.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]