

head>

[Company Name]
[Address]
[City, State, Zip Code]
[Date]

[Policyholder Name]
[Address]
[City, State, Zip Code]

Re: Notice of Claim Delay
Claim Number: [Claim Number]
Policy Number: [Policy Number]
Date of Loss: [Date of Loss]

Dear [Policyholder Name],

We are writing to provide an update regarding the status of your insurance claim. Please be assured that we have received your filing and our team is working to process it as quickly as possible.

Due to the recent [Event Name, e.g., Hurricane/Wildfire], we are currently experiencing an unprecedented volume of claims. This catastrophic event has impacted a significant number of our policyholders, resulting in longer processing times than usual.

We understand the importance of your claim and apologize for this delay. We are currently reviewing your documentation and will assign an adjuster to your case as soon as one becomes available. You will be contacted directly for the next steps, including any necessary inspections.

You can monitor the status of your claim through our online portal at [URL] or by calling our customer service line at [Phone Number].

Thank you for your continued patience and understanding during this difficult time.

Sincerely,

[Sender Name/Claims Department]
[Company Name]