

[Company Name]
[Special Investigation Unit]
[Street Address]
[City, State, Zip Code]
[Date]

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

RE: Notice of Investigation Delay

Claim Number: [Claim Number]
Date of Loss: [Date of Loss]
Policy Number: [Policy Number]

Dear [Recipient Name],

This letter is to inform you that our Special Investigation Unit (SIU) requires additional time to complete the review of the above-referenced claim. While we aim to process all claims promptly, the complexity of this matter necessitates further evaluation.

The delay is due to the following reason(s):

- [Pending receipt of official records/reports]
- [Requirement for further interviews or statements]
- [Verification of documentation provided]
- [Awaiting expert analysis/inspection results]

We are working diligently to resolve this review as quickly as possible. We anticipate providing you with a status update or a final determination by [Date].

If you have any questions or have additional information that may assist in our review, please contact the undersigned investigator at [Phone Number] or [Email Address].

Thank you for your patience and cooperation.

Sincerely,

[Investigator Name]
[Title]
[Company Name]