

Simple email acknowledgment of ongoing claim review

Subject: Claim Under Review

Hello [Name],

Thank you for submitting your claim regarding [Brief Issue]. I wanted to quickly confirm that we have received your request and our team has already started reviewing it.

Weâ€™ll get back to you with the outcome within [Number of Days]. If we require further details, we will reach out immediately.

Best regards,

[Your Name]

[Company Name]

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