Life insurance claim letter

Subject: Life Insurance Claim â€" [Policy Number]

Dear Claims Manager,

I am writing to submit a claim under life insurance policy [Policy Number] following the unfortunate demise of [Insured Person's Name] on [Date].

Attached are the death certificate, policy documents, and any supporting legal documents. Kindly process the claim as per the policy guidelines.

Thank you for your assistance.

Sincerely,

[Your Name]

[Relationship to Insured]

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