

[Date]

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

Subject: Appreciation for Your Patience Regarding Claim #[Claim Number]

Dear [Recipient Name],

We are writing to formally notify you that the settlement process for the life insurance claim regarding [Name of Insured] has been finalized. A payment in the amount of [Settlement Amount] has been issued via [Payment Method].

On behalf of [Company Name], I would like to express our sincere gratitude for your patience and cooperation throughout this process. We understand that this is a difficult time, and we appreciate the time you took to provide the necessary documentation and for your understanding during our standard review period.

Our goal is to provide support during these moments, and we hope that this settlement provides some peace of mind for you and your family. If you have any further questions regarding the payment or require any additional assistance, please do not hesitate to contact our claims department at [Phone Number] or [Email Address].

Thank you again for your patience and for choosing [Company Name].

Sincerely,

[Your Name]
[Your Title]
[Company Name]