

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
Federal Deposit Insurance Corporation (FDIC)
[FDIC Office Address]
[City, State, Zip Code]

Subject: Request for Assistance with FDIC Insurance Claim

Dear [Recipient Name],

I hope this letter finds you well. I am writing to request assistance regarding my FDIC insurance claim associated with [Bank Name] following its failure on [Date of Bank Failure].

My details are as follows:

- Account Holder Name: [Your Full Name]
- Account Number(s): [Your Account Number(s)]
- Claim Number (if applicable): [Claim Number]

I would appreciate your guidance through the claims process and any information you could provide regarding the status of my claim.

Additionally, if any further documentation is needed from my end, please let me know, and I will be happy to provide it promptly.

Thank you for your assistance in this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Optional: Enclosures - List any enclosed documents, if applicable]