

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

Federal Deposit Insurance Corporation

[FDIC Office Address]  
[City, State, Zip Code]

Subject: FDIC Insurance Claim - [Your Account Number or Claim Reference]

Dear FDIC Claims Department,

I am writing to formally submit a claim for FDIC insurance coverage related to my account held at [Bank Name]. The account number is [Account Number], and it was established on [Account Opening Date].

Due to [brief explanation of the reason for your claim, e.g., bank closure], I am requesting the reimbursement of funds insured by the FDIC. The total amount in my account was [Amount], of which [Amount Insured] is thought to be covered by your insurance policy.

Enclosed are the relevant documents supporting my claim, including:

1. A copy of my account statement.
2. A copy of my identification (driver's license, etc.).
3. Any other supporting documentation.

Please confirm receipt of this letter and the associated documents. If additional information is required to process my claim, please do not hesitate to contact me at the phone number or email address provided above.

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

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]