

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

[Recipient's Name]
[UnitedHealthcare]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Application for [Specific UHC Program/Service]

I am writing to formally apply for [specific program or service] with UnitedHealthcare. I have included all necessary documentation and information to support my application.

[Briefly describe your situation, needs, and why you are applying.]

Please find attached [list any documents included, such as a completed application form, proof of income, identification, etc.].

Thank you for considering my application. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]