Car Accident Insurance Demand Letter

Date:
To: Insurance Company Name Adjuster Name Address City, State, Zip Code
Re: Claim Number: Policy Number: Date of Accident:
Dear Sir or Madam,
I am writing to formally present my demand for compensation regarding the car accident that occurred on the above date. I am insured under the referenced policy and submit this letter to outline my losses and request a fair settlement.
Accident Description
Injury and Treatment Summary
Damages and Expenses
Medical Expenses:Property Damage:Lost Wages:Other Relevant Expenses:
Settlement Demand
Based on the above, I am demanding the amount of \$ for the full and final settlement of my claim. Please find attached all relevant documentation supporting my claim, including medical bills, repair estimates, and proof of lost income.
I expect a response to this letter within 30 days. Please contact me at your earliest convenience to discuss this matter.
Sincerely,
Name: Address: Email: Phone: