

# Settlement Demand Letter Template + Kit

Present your claim the way adjusters expect to see it. Use the template, follow the section guide, and attach your documentation.

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## Before you write — gather these

- Crash report and photos
- All medical records and itemized bills
- Proof of lost wages (employer letter / pay stubs)
- Out-of-pocket receipts and mileage log
- Your completed Settlement Value Worksheet

## Section-by-section guide

1. Heading: your info, claim number, date, and 'For Settlement Purposes Only.'
2. Facts: a short, neutral account of how the crash happened.
3. Liability: why the other driver is at fault (cite the report and law).
4. Injuries & treatment: what happened to you and the care required.
5. Damages: itemize economic losses, then explain non-economic harm.
6. Demand: a specific dollar figure and a response deadline.