

Accident Claim Letter

Subject: Accident Claim

Dear Sir/Madam,

I am writing to file a claim for an accident that occurred on [date of the accident] involving my [make, model, and license plate number of your vehicle]. I have an insurance policy with your company, and I believe the incident is covered under the terms and conditions of the policy.

The accident occurred at approximately [time] at the intersection of [intersection name/street names]. I was traveling through the intersection when another vehicle ran a red light and collided with my vehicle. The impact caused significant damage to my car and resulted in personal injuries.

I have attached the following documents for your reference and review:

1. Copy of the police report filed at the scene of the accident.
2. Photographs of the accident scene, including damage to my vehicle.
3. Medical reports and receipts related to the injuries sustained in the accident.
4. Any other relevant supporting documents (e.g., witness statements, repair estimates, etc.).

As per the policy terms, I kindly request that you initiate the claims process and assign an adjuster to assess the damages and injuries. Additionally, I would appreciate guidance regarding any further steps I need to take to expedite the claim.

Please feel free to contact me at [phone number] or [email address] to discuss any additional information or to arrange an appointment for inspection, if required.

I have always maintained a good relationship with your company and have been a loyal customer for [duration]. I trust that you will handle my claim in a fair and efficient manner, providing the necessary assistance during this challenging time.

Thank you for your prompt attention to this matter. I look forward to a positive resolution of my claim.

Yours sincerely,

[Your Name]