

Car Accident Agreement Letter

Dear [Name],

I am writing this letter to confirm the agreement we reached following the car accident that occurred on [Date] at [Location]. As a reminder, the accident involved my vehicle, [Make and Model], and your vehicle, [Make and Model], and resulted in damages to both vehicles.

We both agreed to handle the damages without involving our insurance companies. As per our agreement, I will pay for the damages to your vehicle, which have been estimated at [Amount] by the repair shop. In exchange, you have agreed not to pursue any further legal action or claims related to this accident.

I will arrange for the payment to be made within [Timeframe], and I will provide you with a copy of the receipt as proof of payment. I also ask that you provide me with a written confirmation stating that you have received the payment and that the matter has been resolved.

I want to thank you for your understanding and cooperation throughout this process. If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

[Your Name]