

Preliminary Injury Claim Letter to Notify of Intention

Subject: Notice of Injury and Intention to File Claim

Dear [Recipient's Name],

This letter serves as a preliminary notice of my intention to file an injury claim following the incident on [date]. At this stage, I am gathering the necessary documents and medical reports to support my claim. The accident resulted in [injury description], and I am currently undergoing treatment.

Please consider this as a formal notification so that the matter is on record. I will follow up with the complete claim and documentation shortly.

Thank you for your acknowledgment of this notice.

Best regards,

[Your Full Name]

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