

Letter Regarding Medical Expenses

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to discuss the medical expenses incurred due to the incident on [insert date of incident]. These costs have placed a financial burden on me, and I would like to reach a fair resolution regarding the expenses involved.

As a brief overview, the medical treatments I underwent include [list treatments and costs], amounting to a total of [insert total amount]. Attached to this letter are the relevant documents, including medical bills and treatment records for your review.

Given the circumstances, I would appreciate your assistance in addressing these expenses. I believe that discussing this matter could lead to a mutually agreeable solution. Please feel free to contact me at [your phone number] or [your email address] to set up a time for us to talk.

Thank you for your understanding. I look forward to hearing from you soon.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]