

Negotiation for Damage Compensation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Rental Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Rental Company Representative's Name],

I am writing to discuss the damage that occurred to the rental vehicle (Make and Model: [Insert Vehicle Information], Rental Agreement #: [Insert Agreement Number]) during my rental period from [Start Date] to [End Date].

Upon returning the vehicle, I was informed of the damages and the associated costs. However, after reviewing the details, I believe that the estimated charges may not accurately reflect the circumstances of the damage encountered.

I would like to propose a meeting or a phone call at your earliest convenience to further discuss this matter. My intention is to reach a fair agreement that acknowledges both the rental company's policies and my perspective regarding these damages.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Full Name]

[Your Signature (if sending a hard copy)]