

# Car Rental Damage Claim Dispute Resolution

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Rental Company Name]

[Rental Company Address]

[City, State, Zip Code]

Dear [Rental Company Manager's Name],

I am writing to formally dispute the charges related to the damage claim associated with my recent car rental from [Start Date] to [End Date], rental agreement number [Rental Agreement Number].

Upon returning the vehicle, I was not made aware of any damages at the time of inspection. I believe that the assessment of the damages is unfounded due to [briefly explain reasons, e.g., "the vehicle was in good condition when I returned it" or "the damages were pre-existing"].

Attached are copies of [list of attachments such as photos, inspection reports, witness statements, etc.] which support my position. I respectfully request a thorough review of the damage assessment and a reconsideration of the charges applied to my account.

I appreciate your attention to this matter and look forward to your prompt resolution. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you require any further information.

Thank you for your cooperation.

Sincerely,

[Your Name]