

Insurance Claim Settlement Adjustment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear [Claims Adjuster's Name],

Subject: Claim Number [Insert Claim Number] - Request for Settlement Adjustment

I am writing to formally request a review and adjustment of the settlement offered for my personal insurance claim (Claim Number: [Insert Claim Number]), which was recently processed on [Insert Date].

After reviewing the settlement details, I believe that the offered amount does not fully reflect the damages incurred as a result of the incident that took place on [Insert Incident Date]. The following factors contribute to my request for an adjustment:

- [Factor 1: Brief Description]
- [Factor 2: Brief Description]
- [Factor 3: Brief Description]

Attached to this letter are supporting documents, including [list any enclosed documents, such as estimates, photographs, or other relevant information], which I hope will assist in evaluating my claim accurately.

I appreciate your attention to this matter and look forward to discussing this request further. Thank you for your time and assistance.

Sincerely,

[Your Name]