

Insurance Claim Settlement Amendment

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]

Subject: Amendment to Claim Settlement - Claim Number: [Insert Claim Number]

Dear [Claims Adjuster's Name],

I hope this letter finds you well. I am writing to request an amendment to the settlement offer provided regarding my insurance claim numbered [Insert Claim Number], submitted on [Insert Submission Date].

After reviewing the initial settlement details, I believe there are additional considerations that have not been taken into account, specifically [briefly outline the reasons for the amendment, such as new evidence, additional damages, etc.].

Enclosed are copies of supporting documents that provide further clarity on the situation, including [list any attached documents, such as receipts, photographs, or expert opinions].

I appreciate your attention to this matter and look forward to your prompt response. Please feel free to contact me at [Your Phone Number] or via email at [Your Email Address] should you need any more information.

Thank you for your time and assistance.

Sincerely,

[Your Name]