

Accident Forgiveness Explanation

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inform you about our accident forgiveness program following a minor incident that occurred on [Insert Date of Incident].

As a valued customer, we understand that accidents can happen, and we are committed to providing you with the support you need during this time. Our accident forgiveness program ensures that your first minor accident will not affect your insurance premium.

Details of the incident:

- Date of Incident: [Insert Date]
- Location: [Insert Location]
- Description: [Brief Description of the Incident]

We kindly request that you provide any further documentation or details related to the incident for our records. Rest assured, your driving history and loyalty with us will help you maintain your current rates.

Please feel free to reach out to our customer service team at [Insert Phone Number] or [Insert Email Address] if you have any questions or need further assistance.

Thank you for your understanding, and we look forward to continuing to serve your insurance needs.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[City, State, ZIP Code]