

Formal Complaint Regarding Improper Claim Settlement

Your Name
Your Address
City, State, ZIP Code
Email Address
Phone Number
Date

Claims Department
Insurance Company Name
Company Address
City, State, ZIP Code

Dear Claims Department,

I am writing to formally lodge a complaint regarding the improper settlement of my insurance claim, No. [Your Claim Number], which I filed on [Date of Claim Submission]. Despite providing all necessary documentation and evidence to support my claim, the settlement offer of [Amount Offered] is insufficient and does not reflect the true extent of my loss.

This claim pertains to [briefly describe the nature of the claim, e.g., a car accident, property damage, etc.], and I have followed all outlined procedures in accordance with your company's policy. I believe that the claim should have been settled for a total of [Amount You Believe is Fair], considering [reasons for your belief, e.g., repair estimates, market value, etc.].

I kindly request a thorough review of my case and the consideration of a revised settlement amount. Please respond within [a suggested timeframe, e.g., 14 days] to discuss this matter in further detail.

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

Sincerely,
[Your Name]