

# Letter of Demand for Compensation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally demand compensation related to the transportation incident that occurred on [insert date of incident]. As a result of this incident, I have incurred significant damages including [briefly outline specific damages such as medical expenses, lost wages, damage to property, etc.].

The details of the incident are as follows:

- Date and Time: [insert date and time]
- Location: [insert location]
- Description of the Incident: [provide a brief description]

Please find attached all relevant documentation, including [mention any attached documents such as medical bills, photographs, police reports, etc.].

Based on the evidence presented, I am seeking a total amount of [insert amount] in compensation. I would appreciate your prompt attention to this matter and request a response by [insert a date, typically 14-30 days from the date of the letter].

Thank you for your attention to this urgent matter. I look forward to your swift resolution of this claim.

Sincerely,

[Your Name]