

Insurance Claim Settlement Adjustment Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear [Claims Adjuster's Name],

I hope this message finds you well. I am writing to formally request a review and adjustment of the settlement offer made on my insurance claim ([Claim Number]) regarding [Brief Description of Claim, e.g., "the car accident on March 1, 2023"].

While I appreciate the initial offer of [Settlement Amount], I believe that a reassessment is warranted due to [briefly explain reasons for request, e.g., "additional repairs required," "underestimated damages," etc.]. Enclosed are supporting documents including [list documents, e.g., "repair estimates, photos, or other relevant information"].

I kindly request a reconsideration of the settlement amount to ensure it accurately reflects the current circumstances and damages incurred. I am hopeful we can come to an agreeable resolution swiftly.

Thank you for your attention to this matter. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you require any further information.

Sincerely,

[Your Name]