**DEMAND LETTER**

From

**[name of sender]**

**[address]**

**[city, state]**

**[zipcode]**

**[date]**

Re: **[regarding]**

Dear **[recipient],**

I wanted to take this opportunity, prior to filing a lawsuit, to make a formal demand for settlement. To settle this matter immediately, it’s demanded that you make a payment of $**[dollar amount].**

A breakdown of the demand amount is as follows:

Injuries/treatment: $**[dollar amount]**

Out-of-pocket expenses: $**[dollar amount]**

Lost wages/earnings: $**[dollar amount]**

Pain and suffering: $**[dollar amount]**

After careful consideration of the issues involved in this claim, and a review of jury verdicts and insurance company settlements with similar fact patterns, I believe the total demand amount represents a fair and equitable settlement amount.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_