

**DRAFT LETTER OF DEMAND IN SELF HELP MOTOR VEHICLE COLLISION CASES**

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

Your name and address

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

Other party's name and address

Date\_\_\_\_\_

Dear\_\_\_\_\_

Date of Collision\_\_\_\_\_

Place of Collision\_\_\_\_\_

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I am the owner of vehicle registered number\_\_\_\_\_ which was damaged in a collision at the above date and place.

The circumstances indicate that your negligent driving was the cause of the collision. Accordingly, I look to you to compensate me for the damage I have suffered.

I enclose photocopies of two quotations for the cost of repairs to my vehicle. They are from \_\_\_\_\_ for \$\_\_\_\_\_ and \_\_\_\_\_ for \$\_\_\_\_\_. I am prepared to settle this matter with your payment of \$\_\_\_\_\_.

Should you wish to inspect my vehicle, please contact me within seven days of the date of this letter, after which time it may be repaired without further notice.

Please let me have your proposals for settlement of this claim within seven days of the date of this letter. I can be contacted by telephone on \_\_\_\_\_. If you are insured, please give me the name of your insurance company, so that I may deal directly with them. If you are in financial difficulty, I am prepared to discuss reasonable instalment proposals. Failing agreement within ten days of this letter, I will be forced to consider issuing legal proceedings against you.

I look forward to hearing from you.

Yours faithfully,

(Name)