

**EXAMPLE MINI-TORT LETTER**

*Date*

*Wrongdoer's Insurance Company*

*Address*

*City, State Zip*

*Re: Accident of:*

*Your Insured:*

*Dear:*

*Please find herewith enclosed:*

- 1. Police Report*
- 2. Declaration Sheet*
- 3. Estimate of Repairs (or Photos)*

*Kindly forward the \$1,000. mini-tort, payable to me, (My Name). Any and all releases should reference the Mini-Tort Claim ONLY and must not foreclose any third party, first party or other causes of action that I may have.*

*Your prompt attention to this matter will be greatly appreciated.*

*Very truly yours,*

*(My Name)*

*Enclosures*