**Settlement Letter for Car Accident**

[Current Date]

Alice Johnson

Safeguard Insurance Co.

123 Coverage Avenue

Metropolis, USA 45678

Re: Elizabeth Parker – Date of Birth: 09/17/1990

Insured: Robert Parker

Claim Number: 987654321

Date of Accident: 05/25/2023

Dear Ms. Johnson,

Pursuant to the telephone conversation we had on September 12, 2023, please allow this letter to confirm that we have reached an agreement to settle my client's claim referenced above. The claim is settled in full for the amount of $15,000.

Please mail Safeguard Insurance Co.'s check in the amount of $15,000 and the release form to me at the following address:

Attorney John Smith

456 Oak Street

Anytown, USA 12345

If you have any questions or require further information, please do not hesitate to contact me.

Sincerely,

[Signature]

John Smith, Attorney at Law

In counsel for Elizabeth Parker