

[Insurance Company Name]  
[Claims Department Address]  
[City, State, Zip Code]  
[Phone Number]

[Date]

[Policyholder Name]  
[Property Address]  
[City, State, Zip Code]

**RE: Notice of Claim Settlement and Payout Breakdown**

Claim Number: [Insert Claim Number]  
Policy Number: [Insert Policy Number]  
Date of Loss: [Insert Date]

Dear [Policyholder Name],

We have completed the assessment of your property damage claim. Based on our evaluation and the terms of your homeowners insurance policy, we have approved a payment for the repairs. Please find the breakdown of your settlement below:

**Settlement Summary:**

- Replacement Cost Value (RCV): \$[Amount]
- Less Depreciation: - \$[Amount]
- **Actual Cash Value (ACV): \$[Amount]**
- Less Policy Deductible: - \$[Amount]
- **Net Payout Amount: \$[Total Check Amount]**

**Coverage Breakdown:**

- Dwelling (Coverage A): \$[Amount]
- Other Structures (Coverage B): \$[Amount]
- Personal Property (Coverage C): \$[Amount]
- Loss of Use (Coverage D): \$[Amount]

The enclosed check represents the Actual Cash Value (ACV) of your claim. If your policy includes Replacement Cost benefits, you may be eligible to recover the withheld depreciation once repairs are completed and invoices are submitted to our office.

If you have any questions regarding this breakdown or if you discover additional damage during the repair process, please contact your claims adjuster, [Adjuster Name], at [Adjuster Phone/Email].

Sincerely,

[Adjuster Signature]

[Adjuster Printed Name]

[Insurance Company Name]