

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email]

[Date]

[Insurance Company Name]
[Adjuster Name]
[Claim Number]
[Policy Number]

Subject: Formal Notice Regarding Total Loss Settlement and Salvage Deduction

Dear [Adjuster Name],

I am writing regarding the total loss settlement offer for my vehicle, a [Year, Make, Model], with VIN [VIN Number], following the accident on [Date of Loss].

I am formally notifying you of my intent to retain the salvage of this vehicle. I understand that the current settlement offer of \$[Total Settlement Amount] is based on the Actual Cash Value (ACV) of the vehicle.

Please provide a detailed breakdown of the following:

- The determined Actual Cash Value (ACV) of the vehicle.
- The specific salvage value deduction amount.
- The source or quote used to determine this salvage value.
- The final net payment amount after the salvage deduction.

I request that you also provide instructions regarding the transfer of the salvage title and any necessary documentation required by the state of [State Name] to complete this process while I retain possession of the vehicle.

I look forward to receiving the revised settlement breakdown and the necessary paperwork within [Number of Days] business days.

Sincerely,

[Your Signature]

[Your Printed Name]