

[Your Name/Law Firm Name]

[Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

[Insurance Carrier Name]

[Claims Department]

[Address]

[City, State, Zip Code]

## **RE: NOTICE TO PRESERVE EVIDENCE**

**Claim Number:** [Insert Claim Number]

**Date of Loss:** [Insert Date of Accident]

**Insured:** [Insert Name of Insured]

**Vehicle:** [Year, Make, Model, VIN]

To Whom It May Concern,

This letter serves as a formal demand for the preservation of all electronic data and physical evidence related to the motor vehicle accident involving the above-referenced vehicle. We represent [Client Name] in connection with this matter.

You are hereby directed to take immediate steps to preserve and prevent the destruction, alteration, or overwriting of all data contained within the vehicle's Event Data Recorder (EDR), Sensing and Diagnostic Module (SDM), Powertrain Control Module (PCM), and any other "black box" or onboard telematics systems.

This demand specifically includes, but is not limited to, data recorded during and immediately preceding the event, such as:

- Vehicle speed and throttle position;
- Brake application and ABS activity;
- Steering input;
- Seatbelt usage and airbag deployment status;
- Delta-V (change in velocity) calculations;
- Engine RPM and transmission status.

Please ensure that the vehicle remains in its current post-accident condition. Do not permit any repairs, salvage sales, or data downloads until a joint inspection can be coordinated. Failure to maintain this evidence may result in legal sanctions for spoliation of evidence.

Please confirm in writing within [Number] days that you have received this notice and have instructed the vehicle owner and/or storage facility to preserve the vehicle and its electronic data.

Sincerely,

[Signature]

[Printed Name]