

ACME

Insurance Company

Ray Newton
287 Kensington Rd. #1A
South Pasadena, CA 91145

10/11/2016

Dear Ray Newton:

Notice has been received of an accident involving an automobile owned or operated by you on 09/24/2016. The claim number is 235-53-365870. I am writing to notify you that there is a question about whether or not your policy provides coverage for this incident because **<enter reason here>**.

An immediate investigation will be undertaken by the company to protect your interests. By taking this action, the company does not give up or waive its rights to deny coverage to you later. Should a lawsuit be filed against you arising out of this accident a defense will be provided with the understanding that the company asserts all its rights and defenses under the policy.

This notice to you does not change any provision of the policy of insurance issued to you and your rights are preserved as well as the rights of the company. The company further reserves the right to add additional questions of coverage as and if any are discovered.

Very truly yours,

<adjuster name here>