

Dear Mr./Mrs. _____ ,

Please be advised that our office has been retained by _____ to represent them in the above referenced matter. Pursuant to California Law, please find enclosed your executed Designation of Attorney. Therefore, please direct all further communications concerning this matter to our office.

I assume at this point in time that you have completed your investigation and have found your insured liable for this incident. Please find enclosed a rental bill for expenses incurred by my client relative to this matter in the amount of \$1,098.15. As you may be aware, my client's vehicle sustained total damage and was, therefore, un-drivable requiring the rental of a substitute vehicle. Therefore, please forward your draft in the amount of \$1,098.15 to our office with all deliberate speed.

If in the meantime you have any questions or we can be of assistance to you, please do not hesitate to call. Thank you for your anticipated courtesy and cooperation.

Very truly yours,

David L. Milligan, Esq.

DLM/vp
Enclosure