

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient's Name]  
[Recipient's Address]  
[City, State, Zip Code]

Subject: Demand for Compensation for Emotional and Psychological Damages

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally request compensation for the emotional and psychological damages I have suffered as a result of [briefly describe the incident or situation, e.g., an accident, negligence, or harassment] that occurred on [date of incident]. The events that transpired have had a significant impact on my mental and emotional well-being, including [list specific effects, e.g., anxiety, depression, loss of enjoyment of life]. As a result, I have sought [mention any treatment, therapy, or counseling], which has incurred significant costs.

I believe that you bear [or share] responsibility for the damages I have endured due to [detail the actions or negligence of the recipient leading to your suffering].

I am requesting a compensation amount of [specify amount], which reflects the severity of my emotional distress and the financial burden of treatment. I hope to resolve this matter amicably and avoid further legal action.

Please respond by [set a specific date, typically two weeks], so we can discuss this matter further. I look forward to your prompt attention to this serious issue.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]