

# Settlement Proposal

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to propose a settlement regarding the dispute between us concerning [briefly describe the nature of the dispute]. It is my hope that we can resolve this matter amicably without further legal action.

In an effort to move forward, I am proposing the following terms:

- [Term 1]
- [Term 2]
- [Term 3]

I believe that these terms are fair and reasonable, and I am open to discussing them further. It is in our mutual interest to reach a resolution that benefits both parties.

Please let me know your thoughts on this proposal. I am looking forward to your response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]