

# Draft Proposal for Arbitration

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

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

Dear [Recipient Name],

Subject: Proposal for Arbitration in [Brief Description of Dispute]

We are writing to formally propose arbitration as a method of resolving the dispute that has arisen between [Party A] and [Party B]. This dispute pertains to [Brief Description of Issue]. In light of our mutual interest in resolving this matter efficiently and fairly, we believe arbitration offers an effective solution.

We propose the following terms for the arbitration:

- **Arbitrator Selection:** [Proposed method for selecting an arbitrator]
- **Location:** [Proposed location of arbitration]
- **Timeline:** [Proposed timeline for arbitration process]
- **Confidentiality:** [Any confidentiality clauses or considerations]

We believe that arbitration will provide a fair and expedient resolution to our dispute. Please indicate your agreement to these terms or suggest any modifications you may find necessary. We hope to reach an amicable agreement that respects the interests of both parties.

Thank you for your attention to this matter. We look forward to your prompt response.

Sincerely,

[Your Name]  
[Your Title/Position]  
[Your Company/Organization]