

Settlement Conference Questions

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Questions for Upcoming Settlement Conference

Dear [Recipient's Name],

As we prepare for the settlement conference scheduled for [Insert Date], please find below a list of questions that we would like to address:

1. What are the main objectives each party aims to achieve in this settlement?
2. Are there any specific concerns or objections that have been raised by either party?
3. What evidence or documentation can be provided to support each party's claims?
4. Are there any prior settlement discussions or offers that we should consider?
5. What are the potential terms that each party would find acceptable for a resolution?
6. How do both parties envision future interactions post-settlement?
7. What alternative dispute resolution methods might be acceptable if a settlement is not reached?

We look forward to your responses and a productive discussion during our conference.

Best regards,

[Your Name]

[Your Contact Information]