

Subject: Addressing Our Recent Conflicts

Dear [Colleague's Name],

I hope this message finds you well. I wanted to take a moment to address some of the recent conflicts we've encountered during our collaboration on [Project/Task Name].

It's important to me that we maintain a positive and productive working relationship, and I believe that open communication is key. I would appreciate the opportunity to discuss our differing viewpoints and find a resolution that works for both of us.

Can we schedule a time to meet and talk this over? I'm confident that, together, we can find common ground and move forward effectively.

Thank you for your understanding. I look forward to hearing from you soon.

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]