

Dispute Resolution Proposal

Date: [Insert Date]

To: [Insert Recipient's Name]

Address: [Insert Recipient's Address]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to propose a resolution to the dispute we have been facing regarding [briefly describe the nature of the dispute].

In an effort to resolve this matter amicably, I propose the following steps:

1. [Step 1: Describe the first step in the resolution process]
2. [Step 2: Describe the second step in the resolution process]
3. [Step 3: Describe the third step in the resolution process]

I believe that following these steps could lead to a satisfactory resolution for both parties. I am open to discussing this proposal at your earliest convenience and am hopeful for a productive conversation.

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

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]