

# Invitation to Arbitration Meeting

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are writing to formally invite you to an arbitration meeting regarding the investment disagreement that has arisen between [Your Company Name] and [Recipient's Company Name]. The details of the meeting are as follows:

- **Date:** [Insert Date]
- **Time:** [Insert Time]
- **Location:** [Insert Location]
- **Arbitrator:** [Insert Arbitrator's Name]

Please confirm your attendance by [Insert Confirmation Deadline]. Should you have any questions or require further information, do not hesitate to contact us.

We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]