

# Invitation to Arbitration Meeting

Date: [Insert Date]

To: [Partner's Name]

Company: [Partner's Company Name]

Address: [Partner's Company Address]

Dear [Partner's Name],

We are writing to formally invite you to an arbitration meeting to discuss the ongoing disagreement between our partnership regarding [briefly describe the issue]. This meeting aims to resolve our differences in a constructive manner.

Details of the meeting are as follows:

- **Date:** [Insert Date]
- **Time:** [Insert Time]
- **Location:** [Insert Location]

Please confirm your attendance by [RSVP Date]. Should you have any questions or require further information, feel free to reach out.

We look forward to resolving this matter amicably.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]