

Settlement Proposal Letter

Date: [Insert Date]

[Recipient Name]
[Recipient Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this letter finds you well. I am writing to propose a settlement regarding my personal injury claim stemming from the incident that occurred on [Insert Date of Incident]. After careful consideration of the circumstances and the impact this has had on my life, I believe an offer of [Insert Amount] is fair and reasonable.

The basis for this proposal includes the following:

- Medical expenses incurred totaling [Insert Amount]
- Lost wages due to my inability to work amounting to [Insert Amount]
- Emotional distress and pain and suffering, assessed at [Insert Amount]

I appreciate your attention to this matter and am hopeful we can reach an amicable resolution. I am willing to discuss this proposal further and provide any additional documentation if necessary. Please feel free to contact me at your convenience.

Thank you for considering my proposal.

Sincerely,

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Phone Number]
[Your Email Address]