

Mediation Proposal for Dispute Resolution

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to propose a mediation process regarding the dispute between us concerning [briefly describe the nature of the dispute].

To resolve this matter amicably and efficiently, I suggest we engage a neutral third-party mediator. I believe this approach could benefit both parties by facilitating open communication and understanding.

I propose the following details for the mediation:

- Date: [Suggest a date]
- Location: [Suggest a location]
- Duration: [Suggest duration]
- Mediator: [Propose a mediator, if applicable]

Please let me know your thoughts on this proposal. I am hopeful that we can come to a mutual agreement and move forward positively.

Thank you for considering this mediation proposal.

Sincerely,

[Your Name]