

Negotiation Letter Addressing Unfair Treatment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally address some concerns regarding the treatment I have experienced recently at [specific location/event]. It has come to my attention that [describe the unfair treatment in detail, including dates and instances].

As an employee/customer/partner of [Company Name], I believe in the importance of fair and equitable treatment. I feel that my experiences have not aligned with these values, particularly when [explain why the treatment felt unfair or unjust].

I would like to request a meeting to discuss this matter further. I believe that open communication can lead to constructive solutions and a better understanding on both sides.

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

Best regards,

[Your Name]