

Settlement Proposal Letter

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

Dear [Recipient's Name],

I am writing to formally propose a settlement regarding my wrongful termination from [Company Name] on [Date of Termination]. After careful consideration and consultation, I believe that reaching an amicable resolution is in the best interest of both parties.

As you are aware, my termination was based on [briefly explain circumstances surrounding termination]. I believe this action was unjustified and has resulted in [mention impacts, such as emotional distress, financial losses, etc.].

To resolve this matter without further legal proceedings, I propose the following settlement terms:

- Compensation in the amount of [specific amount] for lost wages and damages.
- A letter of recommendation from [Company Name].
- Reinstatement to my previous position, if applicable.

I believe that these terms represent a fair resolution considering the circumstances. I am hopeful that we can come to an agreement without further conflict.

I request your response by [insert response deadline] so we can expedite this process. Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]