

Settlement Negotiation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to discuss the ongoing dispute regarding [brief description of the dispute]. It is in our mutual interest to seek an amicable resolution to this matter.

After careful consideration, I would like to propose the following terms for settlement:

- Term 1: [Description of the first term]
- Term 2: [Description of the second term]
- Term 3: [Description of the third term]

I believe that these terms offer a fair compromise and will allow us to resolve this dispute efficiently. I am open to discussing these terms further and am willing to negotiate to reach a mutually beneficial agreement.

Please let me know a convenient time for us to discuss this matter further. I look forward to your prompt response.

Sincerely,

[Your Name]