

Letter of Dispute Resolution

Date: [Insert Date]

To: [Insert Recipient's Name]

[Insert Recipient's Address]

[Insert City, State, Zip Code]

Dear [Recipient's Name],

We are writing to address the ongoing dispute regarding the licensing agreement dated [Insert Date of Agreement] between [Your Company Name] and [Recipient's Company Name].

As outlined in Section [Insert Section Number] of our agreement, we have a responsibility to resolve disputes in a timely and amicable manner. We believe it is in both parties' best interests to engage in a discussion to clarify our positions and seek a resolution.

We propose to meet on [Insert Proposed Date] at [Insert Proposed Location] or connect via [Insert Virtual Meeting Platform] to discuss this matter further. Please confirm your availability for this meeting.

We appreciate your timely attention to this matter and look forward to your response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]