

Letter of Invocation of Arbitration Agreement

Date: [Insert Date]

To:

[Recipient Name]

[Recipient Title]

[Company Name]

[Company Address]

Subject: Invocation of Arbitration Agreement

Dear [Recipient Name],

I am writing to formally invoke the arbitration clause outlined in our agreement dated [Insert Agreement Date] regarding [Brief Project Description]. Due to [briefly describe the conflict or issue], we believe that the matter is suitable for arbitration as per our contract.

According to the arbitration clause, we propose to appoint an arbitrator within [number of days] days from the date of this letter. Please provide your preferred arbitrator's name and a time frame within which you will respond.

We look forward to resolving this matter amicably and expeditiously through arbitration.

Thank you for your attention to this important issue.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]