

Letter of Summary of Disputes

Date: [Insert Date]

To: [Arbitration Panel Name]

From: [Your Name/Your Company's Name]

Subject: Summary of Disputes for Arbitration

Introduction

This letter serves to summarize the ongoing disputes between [Party A] and [Party B] as we present before the arbitration panel. The matters at hand have arisen from [briefly state the context or background of the disputes].

Disputes Summary

- **Dispute 1:** [Brief description of the first dispute, including relevant dates and events]
- **Dispute 2:** [Brief description of the second dispute, including relevant dates and events]
- **Dispute 3:** [Brief description of the third dispute, including relevant dates and events]

Position of the Parties

[Party A's Position]: [Outline the main arguments or positions taken by Party A regarding the disputes]

[Party B's Position]: [Outline the main arguments or positions taken by Party B regarding the disputes]

Conclusion

We trust that this summary provides a clear understanding of the disputes ready for resolution by the arbitration panel. We look forward to your proceedings and determination on these matters.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]