

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally accept the terms of the dispute resolution process outlined in the agreement dated [date of agreement]. I acknowledge that any disputes arising under this agreement will be addressed through [mediation/arbitration], as stipulated.

Thank you for your attention to this matter. I look forward to working together towards a satisfactory resolution.

Sincerely,

[Your Name]