

Letter of Revised Settlement Negotiation Terms

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

We hope this letter finds you well. We are writing to you regarding the ongoing settlement negotiations between [Your Company Name] and [Recipient's Company Name]. To facilitate a productive dialogue, we have revised our initial terms as follows:

1. Payment Terms:

[Detail the new payment terms, including amounts, deadlines, and methods of payment.]

2. Timeline:

[Outline any revised timelines for the agreement, including important dates and milestones.]

3. Confidentiality Clause:

[Specify any changes to the confidentiality clauses, if applicable.]

4. Additional Terms:

[List any other revised terms or conditions that have been proposed.]

We believe these adjustments reflect a fair resolution for both parties and are hopeful that we can move forward amicably. Please review the revised terms and feel free to contact us with any questions or further negotiations.

Thank you for your attention to this matter. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]