

Letter Template for Reseller Dispute Management

Date: [Insert Date]

[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

Subject: Reseller Dispute Management Strategy

Dear [Recipient's Name],

We hope this message finds you well. We are reaching out regarding the ongoing dispute between our companies concerning [briefly describe the nature of the dispute]. Our primary aim is to resolve this matter amicably and reinforce our partnership.

Dispute Overview

[Provide a brief summary of the dispute, including key facts and timeline.]

Proposed Resolution Strategy

1. Open Communication: Establish a dedicated communication channel for discussing the issue.
2. Fact-finding Meeting: Schedule a meeting to review all related information and clarify misunderstandings.
3. Collaborative Problem-Solving: Work together to create a resolution plan that addresses the concerns of both parties.
4. Follow-Up: Set a timeline for follow-up discussions to ensure that the resolution is being implemented effectively.

Next Steps

Please let us know your availability for a meeting within the next week. We genuinely appreciate your cooperation and look forward to resolving this matter together.

Thank you for your attention to this important issue.

Best regards,

[Your Name]
[Your Position]

[Your Company]

[Your Contact Information]