

# Arbitration Agreement Proposal

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Position]

[Recipient Company Name]

[Recipient Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are writing to propose an arbitration agreement to address any potential disputes that may arise from our business partnership. In light of our mutual benefits and the importance of maintaining a harmonious working relationship, we believe that arbitration provides an efficient and effective means of resolving any disagreements.

The key points of the proposed arbitration agreement are as follows:

- All disputes arising out of or in connection with our partnership shall be submitted to arbitration.
- The arbitration shall be conducted in accordance with the rules of [Insert Arbitration Institution Name].
- The seat of arbitration shall be [Insert Location].
- The arbitration proceedings shall be conducted in [Insert Language].
- The decision of the arbitrator(s) shall be final and binding on both parties.

We believe this approach will protect our interests and facilitate a swift resolution process. Please review this proposal and let us know your thoughts. We hope to establish a mutual agreement that will strengthen our partnership.

Thank you for considering this proposal. We look forward to your positive response.

Sincerely,

[Your Name]  
[Your Position]  
[Your Company Name]