

Collaborative Dispute Resolution Initiation

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally initiate collaborative dispute resolution regarding [briefly describe the issue or dispute]. We believe that working together in a cooperative manner will yield a more favorable outcome for both parties.

We propose to engage in a series of discussions facilitated by a neutral third party to explore possible solutions. We are committed to approaching this matter with an open mind and a willingness to find common ground.

Please let me know your availability for an initial meeting where we can discuss this process further. I believe that this collaborative approach will help us resolve our differences amicably.

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

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization]

[Your Contact Information]