

# Contractor Dispute Resolution Proposal

Date: [Insert Date]

To: [Contractor's Name]

Address: [Contractor's Address]

Dear [Contractor's Name],

Subject: Proposal for Resolution of Contractual Dispute

I hope this message finds you well. I am writing to address the ongoing dispute regarding [briefly describe the nature of the dispute]. In the interest of maintaining our professional relationship and ensuring a smooth path forward, I would like to propose a resolution strategy to facilitate our negotiation.

## Proposed Steps for Resolution:

1. **Open Dialogue:** Schedule a meeting to openly discuss the issues.
2. **Review Contract Terms:** Revisit the relevant sections of our contract for clarity.
3. **Fact-Finding:** Gather necessary documents and communications related to the dispute.
4. **Propose Solutions:** Discuss potential compromises or adjustments to meet both parties' needs.
5. **Follow-Up:** Establish a timeline for follow-up discussions and appraisal of agreed solutions.

I am confident that by approaching this dispute collaboratively, we can arrive at a satisfactory resolution for both parties. Please let me know your availability for an initial discussion.

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

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]