

Contractor Dispute Resolution Proposal

Date: [Insert Date]

To: [Stakeholder Name]

From: [Your Company Name]

Subject: Proposal for Dispute Resolution

Dear [Stakeholder Name],

We hope this message finds you well. We are reaching out regarding the recent dispute that has arisen between [Your Company Name] and [Other Party's Name] in relation to [brief description of the project or issue].

In order to address the concerns and facilitate a satisfactory resolution for all parties involved, we propose the following steps:

1. **Initial Meeting:** Schedule a meeting with all stakeholders to discuss the issues in detail.
2. **Fact-Finding:** Conduct a thorough investigation to gather all relevant facts and documentation.
3. **Mediation:** Engage an impartial third-party mediator to assist in facilitating discussions.
4. **Resolution Plan:** Develop a mutually agreed-upon resolution plan outlining the steps to be taken.
5. **Follow-Up:** Schedule regular follow-up meetings to ensure the resolution is being implemented effectively.

We believe that by following this structured approach, we can work collaboratively towards a resolution that respects the interests of all stakeholders. Please let us know your availability for the initial meeting, as well as any additional thoughts you may have on this proposal.

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

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]