

Settlement Proposal

Date: [Insert Date]

To: [Recipient's Name]

Company: [Recipient's Company]

Address: [Recipient's Address]

Dear [Recipient's Name],

We are writing to propose a settlement regarding the ongoing business dispute between our companies, which arose from [briefly describe the nature of the dispute]. Our aim is to resolve this matter amicably and efficiently to avoid further costs and potential litigation.

After careful consideration, we suggest the following terms for settlement:

- Payment of \$[amount] to be made by [date].
- Agreement to [specific terms or actions].
- Mutual release of claims related to this dispute.

We believe that this proposal offers a fair resolution and allows both parties to move forward positively. Please review the terms and let us know your thoughts. We are open to discussing this matter further to reach a mutually beneficial agreement.

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

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]