

Settlement Proposal for Employment Dispute

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Subject: Settlement Proposal Regarding Employment Dispute

Dear [Recipient's Name],

I am writing to propose a settlement regarding the employment dispute that has arisen between us. It is my intention to resolve this matter amicably and without further complications.

As you are aware, the dispute stems from [briefly describe the nature of the dispute, e.g., wrongful termination, unpaid wages, etc.]. I believe that we can reach a mutually beneficial agreement through the following terms:

- Compensation: [Specify amount or terms of payment]
- Reinstatement: [If applicable, state terms for reinstatement]
- Non-Disparagement Clause: [Outline any terms related to non-disparagement]
- Confidentiality Agreement: [Describe confidentiality terms, if any]

I propose that we discuss this settlement proposal further at your earliest convenience. I am open to negotiations and believe that our discussions can lead to a satisfactory resolution for both parties.

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

Sincerely,

[Your Name]

[Your Job Title or Position if relevant]