

Arbitration Agreement Recognition

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to formally acknowledge our mutual understanding regarding the arbitration agreement as it pertains to our ongoing business negotiations. This agreement outlines our intent to resolve any disputes that may arise in a fair and timely manner through arbitration.

As per our discussions, the key terms of the arbitration agreement include:

- **Arbitrator Selection:** Each party will select one arbitrator, and the two selected arbitrators will appoint a third arbitrator.
- **Location:** The arbitration will take place in [Insert Location].
- **Governing Rules:** The arbitration will be conducted in accordance with [Insert Arbitration Rules].
- **Confidentiality:** All proceedings and documents will remain confidential.

We believe that this agreement will provide a solid framework for any potential disputes, ensuring a fair resolution process. Kindly confirm your acceptance of this arbitration agreement by signing and returning a copy of this letter by [Insert Deadline].

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

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]