

# Settlement Proposal Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization/Company]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to propose a settlement regarding the fiduciary matters concerning [briefly describe the matter]. After careful consideration of the circumstances, I believe a resolution can be reached that is beneficial for both parties.

To this end, I propose the following settlement terms:

- Term 1: [Describe the first term]
- Term 2: [Describe the second term]
- Term 3: [Describe the third term]

I believe these terms are fair and reasonable, and I am hopeful we can come to an agreement swiftly to avoid further complications. Please feel free to contact me at your earliest convenience to discuss this proposal further.

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

Sincerely,

[Your Name]