

## Official contract dispute settlement offer

Subject: Official Settlement Offer – Contract [Contract Number]

Dear [Recipient's Name],

We are reaching out to offer a settlement regarding the dispute arising from contract [Contract Number]. Our proposed resolution includes [specific settlement terms, e.g., payment, service fulfillment, or goods delivery] to close the matter amicably.

This settlement offer is made without admission of liability and requires a written agreement to be executed by both parties. Please respond by [Deadline Date] to indicate acceptance.

Sincerely,

[Your Name]

[Position]

[Company Name]

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