

Professional business-focused settlement letter

Subject: Proposal for Resolution of Business Dispute

Dear [Recipient Name],

I am reaching out to propose a settlement regarding our ongoing business dispute concerning [specific issue]. We suggest the following resolution:

[Clearly outline proposed terms, including compensation, timelines, or corrective actions.]

This proposal aims to preserve our business relationship and reach an equitable solution without further escalation. We welcome your feedback or alternative suggestions.

Best regards,

[Your Name]

[Company Name]

[Position]

[Contact Information]

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