Preliminary negotiation settlement offer

Subject: Preliminary Settlement Proposal
Dear [Recipient's Name],
As part of our ongoing discussions regarding [issue/dispute], we propose a preliminary settlement of
[Amount/terms] as a basis for further negotiation. This proposal is intended to facilitate a
constructive resolution and avoid extended negotiations.
We welcome your feedback and look forward to finalizing an agreement soon.
Best regards,
[Your Name]
[Position]
[Company]

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