

# SETTLEMENT DEMAND LETTER

Date: \_\_\_\_\_

## THIS IS OUR FINAL ATTEMPT TO SETTLE THIS DISPUTE

Dear \_\_\_\_\_,

I, \_\_\_\_\_, am writing this letter as a last and final attempt to settle the matter of:

It is in the best interests of both parties to settle this matter. Therefore, we are prepared to \_\_\_\_\_ a sum of \$ \_\_\_\_\_ as a settlement.

If there is no response to this demand letter by \_\_\_\_\_, all legal rights may be explored, including, but not limited to, legal proceedings necessary in accordance with state and federal laws.

This demand letter serves as official notice to you and may be tendered in court as evidence of your failure to cooperate. If legal action is to occur, you may be held liable for court fees, attorney's fees, and damages.

Sincerely,

\_\_\_\_\_