**SETTLEMENT OFFER DEMAND LETTER**

[SENDER NAME]

[SENDER STREET ADDRESS]

[SENDER CITY, STATE, & ZIP]

[SENDER CONTACT INFO]

Date: [DATE]

[RECIPIENT NAME (AND TITLE, IF APPLICABLE)]

[RECIPIENT STREET ADDRESS]

[RECIPIENT CITY, STATE, & ZIP]

**THIS IS OUR FINAL ATTEMPT TO SETTLE THIS DISPUTE**

Dear [RECIPIENT NAME],

I, [NAME OF PERSON SENDING LETTER], am writing this letter as a last and final attempt to settle the matter of: [DESCRIBE DISPUTE].

It is in the best interests of both parties to settle this matter out of court. Therefore, we are prepared to offer a sum of $[AMOUNT] as a settlement.

Please confirm whether you accept this offer by [DATE]. If there is no response, this demand letter may be tendered in court as evidence of your failure to cooperate.

Sincerely,

[\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_](https://esign.com/)

[SIGNING PARTY NAME (AND TITLE, IF APPLICABLE)]