

Date: [Insert Date]

To: [Name of Opposing Party/Counsel]

Via: [Mediation Provider/Mediator Name]

Re: Settlement Offer - Case No. [Insert Case Number]

Matter: [Insert Case Name/Description]

Dear [Name of Mediator or Party],

Pursuant to the upcoming mediation session, [Your Name/Company Name] submits this settlement offer based on documented financial hardship. This offer is made for settlement purposes only and is subject to Rule 408 of the Federal Rules of Evidence (or applicable state equivalent).

Current Financial Situation

Due to [Briefly state reason for hardship, e.g., medical issues, job loss, or business insolvency], I am currently unable to satisfy the full amount of the claim. My current financial obligations include [List major debts or expenses], leaving a significant deficit in available liquid assets.

Proposed Settlement Terms

In the interest of reaching a final resolution and avoiding the costs of further litigation, I propose the following:

- **Settlement Amount:** A total payment of \$[Insert Amount].
- **Payment Method:** [Lump sum / Installment plan of \$X per month].
- **Timeline:** Payment to be made within [Number] days of a signed settlement agreement.
- **Release:** A full and mutual release of all claims related to this matter.

Supporting Documentation

I have attached [List documents, e.g., bank statements, tax returns, or medical bills] to verify the extent of this financial hardship. This evidence demonstrates that the proposed amount represents the maximum feasible recovery available under my current circumstances.

I look forward to discussing this proposal during our mediation session to reach a mutually agreeable conclusion.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Contact Information]