

WITHOUT PREJUDICE LETTER

To: _____

From: _____

Subject:

Without Prejudice - Settlement Discussions Between the Parties

Introduction

This letter is written on a without prejudice basis and is intended solely for the purpose of genuine settlement negotiations between the sender and the recipient. Nothing contained in this communication shall constitute a waiver of any legal rights or an admission of liability by any party. The contents of this letter are confidential and would not be admissible in evidence in any court or tribunal except as permitted by law in respect of without prejudice communications.

Purpose of Letter

The purpose of this letter is to propose terms for the resolution of the dispute currently existing between the parties, with a view to avoiding the necessity of proceedings. Any offers or admissions contained herein are made strictly on a without prejudice basis and are subject to contract and formal agreement.

Confidentiality

All negotiations and communications relating to this letter shall be treated as confidential by the parties. Neither party shall disclose the contents or existence of this letter or any related negotiations to any third party without the prior written consent of the other, save where disclosure is required by law or to professional advisors for the purpose of seeking legal or professional advice.

No Admission of Liability

Nothing in this letter shall be construed as an admission of liability or fault by either party. The parties expressly reserve all rights, claims, defences, and arguments in respect of the underlying dispute and any related matters.

Settlement Proposal

Subject to contract, the sender proposes the following terms for settlement: [Insert detailed settlement terms, e.g., payment amounts, timelines, actions to be taken by each party]. The sender invites the recipient to consider these terms in good faith and respond accordingly.

Costs

Each party shall bear its own legal and other costs incurred in relation to the dispute and the negotiation of this letter, save as otherwise agreed in any subsequent settlement agreement.

Governing Law and Jurisdiction

This letter and any dispute arising from or in connection with it shall be governed by and construed in accordance with the laws of England and Wales. The parties submit to the exclusive jurisdiction of the courts of England and Wales for the resolution of any disputes, and waive any objection to such jurisdiction.

Acceptance

This letter is not intended to create any binding agreement unless and until a formal settlement agreement is executed by all parties. Any response to this letter shall also be made on a without prejudice basis unless expressly stated otherwise.

Miscellaneous

If any provision of this letter is found to be unenforceable or invalid, the remaining provisions shall remain in full force and effect. This letter constitutes the entire understanding between the parties with respect to its subject matter and supersedes all prior communications.

Next Steps

The sender looks forward to receiving your considered response to this without prejudice offer and to progressing towards an amicable resolution.

Sender's Signature

Recipient's Signature

Signature: _____

Signature: _____

Original source of this document:

<https://docstemplates-uk.com/without-prejudice-letter/>

Did you find this template helpful?

Find more updated templates at:

<https://docstemplates-uk.com/>

[View more templates](#)

This template is intended exclusively for personal, non-commercial use.
If distributed or published, the source must be mentioned.

This template is provided for guidance only and does not constitute legal advice.
It is recommended to consult a legal professional for each specific case.