

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Phone Number]  
[Your Email Address]

[Date]

[Recipient Name]  
[Recipient Title]  
[Company/Law Firm Name]  
[Address]  
[City, State, Zip Code]

**RE: Notice of Rejection of Settlement Offer - [Case/Reference Number]**

Dear [Recipient Name],

I am writing in formal response to your settlement offer dated [Date of Offer Letter] regarding the aforementioned matter. After a thorough review of the terms presented, I am formally rejecting the offer at this time.

The proposed settlement amount of [Amount Offered] is insufficient as it does not adequately cover the damages and losses incurred, including but not limited to [List brief reasons, e.g., medical expenses, property damage, or lost wages].

[Optional: Include Counter-Offer Language]

While I am unable to accept the current proposal, I remain open to resolving this matter outside of formal litigation. I am prepared to accept a settlement in the amount of [Your Counter-Offer Amount] as a full and final resolution of all claims.

Please provide a response regarding your position on this matter by [Date]. If we are unable to reach a mutually agreeable resolution, I am prepared to pursue all available legal remedies to protect my interests.

This letter is for settlement purposes only and is provided without prejudice to my rights and remedies, all of which are expressly reserved.

Sincerely,

[Signature]

[Your Printed Name]