

# Settlement Intake (Kosovo)

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Negotiate, draft, and enforce practical settlements. Fill this so we can prepare terms and a clear timeline.

## Three Baby Steps

- 1) Intake & checklist — Share parties, dispute snapshot, and goals. We reply with a document list.
- 2) Negotiate & draft — We structure terms, payment mechanics, and protective clauses.
- 3) Sign & enforce — We finalize signatures, record/notify if needed, and enforce on default.

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### 1) Parties & Contacts

Party A (name/company)			
Party B (name/company)			
Contact person		Email	
Phone/WhatsApp		Representative / lawyer	

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### 2) Dispute / Context Snapshot

Agreement / matter			
Amount to settle (EUR)		Governing law / jurisdiction	
Open proceedings?	Yes	No	Ref./case no. <input type="text"/>

Short timeline of events:

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### 3) Proposed Settlement Terms

Total settlement amount (EUR)		Currency	
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Payment schedule

Bank/wire details (IBAN, bank, beneficiary)

Non-monetary terms (rectification/return of goods/services to perform)

Releases (scope)

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## 4) Security & Compliance

Personal/Corporate guarantee	Pledge / charge over assets	Mortgage / notarial deed
Retention of title / escrow	Lien / set-off rights	Other: <input type="text"/>

Compliance calendar (due dates, reminders)

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## 5) Conditions & Mechanics

Effective date / conditions precedent

Signatures & formalities      Wet ink      E-signature      Notarization      Apostille

Language versions

Governing law / venue

Default & cure (events, grace period, remedies)

Enforcement route      Court filing      Arbitration consent/award      Direct notarial enforcement

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## 6) Documents to Attach

Contracts & amendments	POs / invoices / delivery notes	Emails / notices / letters
Proof of debt / account statements	Collateral docs (titles, registers)	Draft terms (if any)

Other:

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## 7) Reply Preferences & Consent

Preferred reply      Email      WhatsApp      Phone call

Urgency      ASAP      This week      1–2 weeks

Primary email

CC emails

Additional notes

I agree to be contacted. This is general guidance, not legal advice.

*We'll confirm receipt, send a short checklist, and propose next steps & timeline.*