

Model Invitation for Interview (to be adapted for your assignment)

Stone Soup Dispute Resolution Knowledge Project
hosted by the University of Missouri School of Law
Center for the Study of Dispute Resolution

Dear _____,

I am writing to invite you participate in an interview for a research project in my negotiation course at New York Law School. I would interview you about a negotiation of your choosing that you were recently involved in.

We could do the interview in person, by phone, or by video, whichever you prefer.

We would schedule the interview for a half an hour, though we could go shorter or longer depending on how much you want to say. Of course, your participation in this interview is voluntary and you could stop at any time. I hope that you will enjoy the interview as it will give you a chance to reflect on and share your experience.

The interview will be confidential. In the paper I will submit for my course and in the class discussion of the interview, I will not disclose your name or anyone you might refer to or any information that could identify anyone. Indeed, to further protect confidentiality, I will ask you not to mention anyone's name and, instead, to use generic descriptions such as the other lawyer, my client, a manufacturing business, etc. You will have complete discretion what to say or not and I will follow strict procedures to protect the confidentiality of the interview.

If you have any questions about this project, you can contact me at [phone number] or [email address]. You may also contact my professor, [name], at [phone number] or [email address].

If you would you like to do an interview, please let me know and we will schedule it at your convenience.

Sincerely,