

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

[Recipient's Name]  
[Recipient's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to discuss the topic of child support regarding our [son/daughter], [Child's Name].

As you know, our primary focus should always be on [Child's Name]'s well-being and ensuring they have everything they need for a happy and healthy life. I believe that it is essential for us to come together and reach an agreement that reflects both of our responsibilities and the best interests of [Child's Name].

I would like to propose that we arrange a meeting to discuss the financial support necessary for [Child's Name]'s needs, including education, healthcare, and daily living expenses. I believe that we can find common ground and come to an understanding that works for both of us.

Please let me know a time that works for you, and I look forward to hearing your thoughts.

Thank you for your attention to this matter.

Sincerely,  
[Your Name]