

Notice of Mediation Regarding Beneficiary Disagreement

Date: [Insert Date]

To: [Beneficiary's Name]

Address: [Beneficiary's Address]

Dear [Beneficiary's Name],

I hope this message finds you well. This letter serves as a formal notice regarding the disagreement that has arisen concerning the [specific issue or document, e.g., distribution of assets, will, trust, etc.]. As per the provisions outlined in [relevant document or agreement], we are initiating a mediation process to resolve the concerns.

The mediation session is scheduled for:

- **Date:** [Insert Date]
- **Time:** [Insert Time]
- **Location:** [Insert Location or specify if it will be virtual]

Please confirm your availability for the mediation. It is our hope that through this process, we can reach a mutually agreeable resolution.

If you have any questions or wish to discuss further, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Organization, if applicable]

[Your Contact Information]