

Letter of Request for Mediation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Law Firm's Name]

[Firm's Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to formally request mediation regarding the legal malpractice claim I have against [Attorney's Name/Firm's Name]. The matter concerns [briefly describe the nature of the alleged malpractice].

As you are aware, I have made attempts to resolve this dispute amicably. However, despite my best efforts, I believe that mediation may provide a more productive avenue for resolution.

I propose that we engage a neutral mediator and schedule a session at a mutually convenient time. I am confident that mediation can help us come to an amicable resolution that satisfies both parties.

Please let me know your availability for the mediation session. Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]