

Notice of Cyber Harassment Mediation

Date: [Insert Date]

To: [Recipient's Name]

Address: [Recipient's Address]

Dear [Recipient's Name],

We are writing to formally notify you regarding the upcoming mediation session concerning the allegations of cyber harassment involving your account. This session is aimed at addressing the issues amicably and finding a resolution.

Details of the Mediation Session:

- **Date:** [Insert Mediation Date]
- **Time:** [Insert Mediation Time]
- **Location:** [Insert Location or Virtual Meeting Link]

Please be prepared to discuss the concerns raised and provide your perspective on the matter. Your participation is crucial for the mediation process.

If you have any questions or require further information, do not hesitate to contact us at [Insert Contact Information].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Your Contact Information]