

Civil Lawsuit Mediation Proposal

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to propose a mediation session regarding the civil lawsuit currently pending between our parties, identified as [Case Name/Number]. We believe that mediation could provide an effective and efficient means to resolve the disputes at hand without the need for protracted litigation.

We suggest scheduling the mediation on or around [Proposed Date] at [Proposed Location]. We are open to discussing this further and accommodating your schedule as needed.

We believe that this approach could benefit both parties by enabling open communication and fostering a collaborative environment aimed at reaching a mutually agreeable resolution.

Please let us know your thoughts on this proposal and your availability for the suggested date. We look forward to your prompt response.

Thank you for considering this proposal.

Sincerely,

[Your Name]

[Your Title]

[Your Firm/Organization]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]