

Labor Dispute Mediation Request

Date: [Insert Date]

To: [Mediator's Name]

[Mediator's Address]

[City, State, Zip Code]

Dear [Mediator's Name],

I am writing to formally request mediation concerning a labor dispute between [Your Name/Company Name] and [Other Party's Name/Company Name]. The grievance pertains to [briefly describe the nature of the grievance, e.g., wages, working conditions, etc.].

Despite our efforts to resolve the issue directly, we have been unable to reach a satisfactory agreement. We believe that mediation could provide a constructive avenue to address and settle our differences amicably.

We are available for mediation on the following dates: [list available dates]. Please let us know your availability or suggest alternative dates that work for you.

Thank you for your attention to this matter. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]