

Family Law Mediation Facilitation Details

Date: [Insert Date]

To: [Participant's Name]

Address: [Participant's Address]

Dear [Participant's Name],

We are pleased to inform you about the upcoming family law mediation session. Below are the details:

Mediation Session Details

- **Date:** [Insert Mediation Date]
- **Time:** [Insert Mediation Time]
- **Location:** [Insert Mediation Venue/Address]
- **Mediator:** [Mediator's Name and Qualifications]

Preparation for the Mediation

Please prepare the following documents:

- [List of Required Documents]

We encourage all parties to approach this mediation with an open mind and a willingness to collaborate towards a resolution.

If you have any questions prior to the session, please do not hesitate to contact me at [Your Contact Information].

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Contact Information]