

Invitation to Mediation Session

Dear [Tenant's Name],

We hope this message finds you well. In light of our recent discussions regarding the issues that have arisen between us as landlord and tenant, we believe that a mediation session could provide an effective means to resolve our disagreements.

We would like to formally invite you to a mediation session on:

- **Date:** [Insert Date]
- **Time:** [Insert Time]
- **Location:** [Insert Location]

The session will be facilitated by a neutral mediator who can help us both express our concerns and work towards a mutually agreeable solution.

Please confirm your availability for this date and time, or suggest an alternative if necessary. Your cooperation is greatly appreciated.

Thank you, and we look forward to hearing from you soon.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email]