

## LETTER TO ATTORNEY

Dear \_\_\_\_\_,

As I believe you know, I will be working with \_\_\_\_\_ and \_\_\_\_\_ as mediator. My understanding is that you will be serving as \_\_\_\_\_'s individual legal counsel. I look forward to your assistance and to working cooperatively with you. As \_\_\_\_\_'s individual counsel, I will be counting on you for the following:

- To be sure that all issues the parent(s) would like considered in the mediation are addressed
- To ensure that the parent(s) are acting with full desired information and documentation
- To ensure that parent(s) receives all desired individual legal advice and information
- To suggest specific settlement options on disputed issues

I want to encourage you to meet with \_\_\_\_\_ early in the mediation process, when we develop a comprehensive draft mediation agreement and, of course, prior to signing any final settlement.

Thank you for your time and cooperation. Please call me with any questions, concerns, or suggestions.

Sincerely,

cc: Clients  
BIE/ASC