

DRAFT LETTER

Suggested wording for letter putting forward proposal for mediation

Dear

I/we should be obliged if you would accept this letter as notification to you that we believe this matter/dispute is suitable for resolution by Mediation and I/we formally put forward the proposal that an attempt should be made without delay to make arrangements to mediate this current matter/dispute.

I/we respectfully remind you of the Courts' powers to impose sanctions and penalties on those who refuse to consider mediation and the fact that the Courts are indeed exercising those powers to deprive costs to successful parties where a proposal of mediation has either been ignored or refused without due consideration and/or justification.

If you do not agree to attempt resolution of this current matter/dispute by way of mediation, then I/we reserve the right to bring this letter to the attention of the Court when the question of costs of this matter/ dispute falls to be considered either at trial or on assessment of costs.

If you agree to mediation then I/we would propose Pat Wright of Hopkins Solicitors LLP, 27 Regent Street, Nottingham, NG1 5BS and whose details can be found at www.hopkins-solicitors.co.uk or www.clerksroom.com.

Yours sincerely/faithfully