

**SYLVANIA MUNICIPAL COURT
DISPUTE RESOLUTION PROGRAM**

TO:

CLAIMANT(S):

RESPONDENT(S):

NOTICE OF MEDIATION HEARING

DATE: _____

TIME: _____

The claimant alleges a complaint against the respondent which is summarized as follows:

The Court has scheduled this matter for mediation at the time set forth above. Mediation is a process whereby disputing parties meet with a neutral third party, in this instance, a court appointed mediator, who will assist them to resolve the dispute in a private and confidential manner. The mediator will not decide the outcome of your dispute but will conduct negotiations that may help you obtain a settlement that is fair to all.

MEDIATION IS PROVIDED AS A SERVICE TO THE PUBLIC, AS A RESULT, THERE IS NO CHARGE TO YOU FOR PARTICIPATION IN THIS MEDIATION.

IF YOU REACH AN AGREEMENT, you will avoid the expense, delay and inconvenience of a lawsuit.

IF YOU DO NOT REACH AN AGREEMENT, the dispute may result in a trial at a later date requiring the presentation of evidence to a judge.

If you have any questions concerning the mediation process, or if you have settled this matter prior to the mediation, please contact the Civil Clerk at (419)885-8985 between the hours of 8:00 AM and 4:00 pm, Monday through Friday. Thank you in advance for your cooperation.