



September 2023

Reference: Mediation Request with Community Conflict Resolution Services Halton

To whom it concerns,

I recently contacted Community Conflict Resolution Services of Halton (CCRS H) to assist us with our ongoing dispute. I believe that CCRS H can help us reach a mutually beneficial solution.

CCRS Halton is a not-for-profit organization that offers free mediation services to Halton residents. Mediation is a confidential and voluntary process that brings people in conflict ('the parties') together to respectfully discuss and resolve their issue(s). Mediators promote a non-judgemental discussion while encouraging (not advocating) participants to creatively solve their situation. Mediation is an informal and less costly alternative to police, by-law enforcement and court intervention. A mediator is a **neutral third party** whose role in the mediation is to facilitate healthy communication amongst the parties, highlighting their respective and collective concerns and focusing on collaborative problem solving to reach a collective agreement.

If you are interested in participating in mediation, or wish to discuss mediation in general before making that decision, I encourage you to contact CCRS Halton (who can be reached at 289-402-0705 or inquiries@ccrshalton.com). The CCRS Halton team can assist you with questions and determine if their services are appropriate for our situation. In the event we are both open to participating and our case is suitable for mediation, CCRS will then contact me. You do not need to contact me directly with respect to this letter.

I hope we can move forward to a healthier situation for us both,

Sincerely,

Name and Signature Above