
Dear Attorney,

This letter is to inform you that information about the Mediation Program has been mailed to the parties living out of State in the following case: _____.
A party not living in the State of North Carolina or living more than fifty (50) miles from the courthouse can be exempted from mediation. However, all parties are able to participate in this process if they elect to do so.

The Mediation Office must be notified no later than _____, if all parties agree to participate.

If we do not hear from the party living out of State within these two (2) weeks, we will close this matter in the Mediation Office and notify the attorneys of record and the court of the mediation status. At that time this case will be closed in Mediation.

If you have any questions, please feel free to contact our office.

Sincerely,

Michele C. Phelps
Custody Mediation