**EXHIBIT A**

Court Mediation Letter

[Sent on court letterhead to pro se litigants]

RE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Greetings:

The Tennessee Supreme Court has a new program to allow judges to use a tool called mediation to help you solve your case. Contact a Mediation Center to learn more about how mediation can help you. The Mediation Center will answer your questions about the program.

[Insert Mediation Center contact information]

Here is some information you should know about mediation:

* Mediation is an alternative to court. Mediation is an informal and private meeting. You and the other party will be able to talk about possible solutions to your case.
* A trained mediator will lead the mediation meeting. The mediator will help you and the other party see if it is possible to resolve the problem without going to court.
* The mediator can’t make any decisions. The mediator can help you and the other party discuss the problem and agree on a solution.
* You don’t have to do the mediation in-person. Mediation can be held remotely over the phone, by email, or by video. This means the mediation can happen at a time that works for you and the other party. This means you won’t have any travel costs or have to miss work to go to mediation. This also helps prevent the spread of COVID 19.
* You and the other party may be able to reach an agreement faster in mediation than if you go to court. The COVID-19 pandemic is causing the waiting period for courts to hear cases to be longer than normal. Judges and court staff have to comply with CDC guidelines and other rules. Sometimes this means cases are delayed.

You and the other party can agree to try mediation to solve your problem. The Mediation Center can assign a mediator. Or you and the other party can choose a trained mediator then ask the Court to assign that mediator. The list of trained mediators is online at <http://www.tncourts.gov/programs/mediation/find-mediator>.

Mediation is confidential. No information that you share in mediation will be shared with the judge. The mediator will not communicate any information to the judge. The mediator will only report whether or not mediation was successful.

You should also know the following:

* If you decide you do not want to mediate your case you still have the option to go to court. If you start mediation but decide to stop before it ends, you still have the option to go to court.
* Cases that don’t use mediation or cases that aren’t resolved in mediation will be heard by this Court when a court date is available.

Contact the Mediation Center identified above for more information.

Thank you in advance for learning more about mediation as a possible way of solving your case.