

Hello to All Volunteer Clients:

First, thank you for agreeing to take on a client role in Fine Fix mediation case. You will be represented by (law student) attorneys in the effort to negotiate a settlement in a remotely conducted mediation of Culture Bubble's and Fine Arts Fabricators' legal dispute. The case involves a contract for mechanical lifts that were to be used for stage performances. Your mediators will be law students from the Sandra Day O'Connor College of Law at Arizona State University and from the Mitchell-Hamlin School of Law. Your assigned role is reflected in the attached pairings sheet, as is your attorney's name and contact information.

Your first meetings with your attorney should take *place remotely* sometime during the first week of November (Nov. 2-6, if possible), at any mutually convenient time. The purpose of this initial meeting is for lawyers and clients to prepare together for mediation. This initial meeting generally takes about an hour and a half or so. The final mediation with the mediator and lawyers and clients on both sides should take place after the lawyer-client meeting and before the end of Sunday November 15.). You are free to schedule the mediation whenever it works for your group. The average full negotiation session usually takes approximately three hours; please do allow for that much time when you schedule it. (This year, there will be some time zone issues to accommodate. That happens in "real life" too so we anticipate these can be worked out.

I have already given all of your student lawyers your contact information and they should be in touch shortly to set up their initial meeting with you as well as possible times for the mediation session. (Those will also involve coordination with the mediator, of course.) Past experience strongly suggests nailing down those dates as soon as possible. Of course, you are also free to initiate contact with your lawyer, especially if your early November calendar is becoming full.

I ask that you read the attached information - your role and all of the back-up information and documents *prior to* meeting with your student lawyer. (Unless you know your client role, it won't really be possible for you and your lawyer to prepare for the mediation in your initial meeting.) It's also important that you "stay in role" at that initial meeting - really "be" the client. Last but not least, you'll see questionnaire that is one of the attachments, please do fill it out at some point before your mediation begins and send it to your lawyer.

Your lawyer should be able to answer any questions you have about the legal issues, so don't worry if the legal aspects of the information are confusing or unclear. That's what your lawyers are for! They should also be prepared to discuss the upcoming mediation with you. Whether or not to settle your case in mediation is YOUR decision - clients are the ones with settlement authority. However, your lawyer should be ready to advise you.

THANK YOU again for your willingness to participate as "real clients"; I very much hope you find it to be an interesting and worthwhile experience.

Please feel free to contact me if you have any questions or concerns.

With much appreciation,

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