

# MEDIATION CHECKLIST

**Modern Legal's Mediation Team** is here to guide you through the mediation process with clarity and compassion. Get prepared with this handy checklist!

**01.**

## Know What You Want

- Define your ideal outcome and your bottom line.
- Identify where you are willing to compromise vs. what's a deal breaker.
- Remember: What matters most may not be money or child custody — it could be an apology, acknowledgment, or future assurances.

**02.**

## Organize Your Documents

- Bring anything that supports your case: timelines, informal agreements, or clarifying documents.
- Clear documentation helps the mediator understand your situation quickly.

**03.**

## List the Issues

- Write down all topics that need resolution.
- Use this list to stay focused and prioritize during mediation.
- Helps ensure you feel heard and validated.

**04.**

## Consider the Other Side

- Try to understand what the other party wants or fears.
- Empathy helps you strategize creative solutions.
- Mediation works best when both sides are open to listening.

**05.**

## Know Your BATNA

- BATNA = Best Alternative to a Negotiated Agreement
- Understand what happens if mediation fails.
- Think long-term: Will this solution work 6 months or 6 years from now?

## Bonus Tips for the Day Of Mediation:

- Stay calm and take breaks if emotions rise.
- Active listening can reveal unexpected solutions.
- Remember, Mediation is not about “winning” — it is about finding a solution that lets you sleep peacefully at night.