

[DATE]

The Honorable Christopher J. Burke  
United States Magistrate Judge  
United States District Court  
Boggs Federal Building  
844 North King Street, Unit 28  
Wilmington, DE 19801

RE: [Case Name and Number]

Dear Judge Burke:

This joint letter confirms that the parties [agree or do not agree] to Your Honor serving as the mediating judge in this case. Therefore, the parties [request or do not request] that mediation be referred to another United States Magistrate Judge in this Court.

[Signature]