Exhibit A

SUPERIOR COURT OF CALIFORNIA
COUNTY OF Santa Clara

MAILING ADDRESS
191 North First Street
San José, California 95113

PHYSICAL ADDRESS
201 North First Street
San José, California 95113

FAMILY COURT SERVICES
FCSCALENDAR@SCSCOURT.ORG

12/4/2025

Cassie Will-Darnall
[redacted]

FCS NUMBER: **25FC004474** RE: CASE NUMBER: 16FL177208
CASE NAME: **Cassie Will-Darnall vs Sheri Darnall**

Dear **Cassie Will-Darnall**,

Please be advised that you have a mediation appointment scheduled for you on:
1/9/2026 **at 9:00 AM**

Your appearance will occur via **Video Conference** on Microsoft Teams. The mediator will email you the link to Microsoft Teams approximately 2-3 days prior to the date of the mediation. If you have not received a link 24 Hours prior to your appointment date, you may contact us at fcscalendar@scscourt.org.

Requirements: *We require that you ensure the following in advance of your appointment:*

- Find a private location/space to participate in mediation for up to 2 hours without distractions. You must not be driving during the mediation.
- You must be alone – no minors or other adults may be present. The mediation *cannot* be recorded.
- Confirm that FCS has the correct email address and phone number on file to contact you.

Forms: If your matter involves domestic violence, please complete the Domestic Violence Questionnaire and either email it to fcscalendar@scscourt.org or FAX it to us at (408) 534-5791. The questionnaire can be found on the court's public website as follows:

DV Questionnaire English
http://www.scscourt.org/forms_and_filing/forms/FM-1076.pdf
DV Questionnaire Spanish
http://www.scscourt.org/forms_and_filing/forms/FM-1076-S.pdf

Rescheduling/Cancellations: If you are unable to keep this appointment, please contact Family Court Services at the following e-mail address: fcscalendar@scscourt.org. Please be sure to include your name, case number, and phone number in the e-mail.
If you fail to appear for your appointment, or, do not provide notice of cancellation at least 48 hours in advance, you will be charged $100.00 for Late Cancellation or Failure to Appear.

**Please note: Cancellations are strongly discouraged. No party is permitted to cancel or reschedule more than once. After one reschedule by each party, the case will be sent to the next step in the Court process.*

Stipulations/Full Agreements: If the parties reach full agreement prior to the mediation appointment, a Stipulation and Order must be filed and signed by all parties ***and*** the all-purpose Judge. The Stipulation must reference that the scheduled mediation appointment shall be vacated. Once the signed Stipulation is received by the parties, they may then contact FCS to cancel the mediation appointment.

This courtesy notice is being provided to Attorneys of Record for informational purposes only

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DECLARATION OF SERVICE BY MAIL OR EMAIL: I declare under penalty of perjury that I served this notice by enclosing a true copy in a sealed envelope, addressed to each person whose name is shown below, and by depositing the envelope with postage fully prepaid, in the U.S. Mail at San Jose, CA. If consent to be electronically served was provided, I served this notice via email to each person listed below at the email address shown below. Service performed on 12/04/2025. CLERK OF THE COURT, by