

Pierce County Center for Dispute Resolution

2010-2011

Mediation Request Form

Phone: 253.572.3657 Fax: 253.572.3579 Email: reception@pccdr.org

Party initiating mediation request:

Name: _____

Address: _____

(H) _____ (W) _____

(Cell) _____ (Fax) _____

(Email) _____

Party responding to mediation request:

Name: _____

Address: _____

(H) _____ (W) _____

(Cell) _____ (Fax) _____

(Email) _____

Please fill in the following ONLY if your attorney will be attending:

Attorney:

Name: _____

Address: _____

(W) _____ (Fax) _____

Contact: _____

(Email) _____

Attorney:

Name: _____

Address: _____

(W) _____ (Fax) _____

Contact: _____

(Email) _____

Do any PROTECTION or RESTRAINING ORDERS exist between the parties?

NO YES (If yes, copy of current orders are required with this form.)

Do you want SETTLEMENT CONFERENCE MEDIATION or FACILITATIVE MEDIATION?

(see back for comparison chart)

Settlement Conference Mediation (\$240/party)

Facilitative Mediation (\$180/party)

List specific issues to mediate:

Case Type:

- | | |
|---|--|
| <input type="checkbox"/> Parenting Plan Modification | <input type="checkbox"/> Probate |
| <input type="checkbox"/> Dissolution without children | <input type="checkbox"/> Property Claim |
| <input type="checkbox"/> Dissolution with children | <input type="checkbox"/> Real Property |
| <input type="checkbox"/> Commercial | <input type="checkbox"/> Personal Injury |
| <input type="checkbox"/> Contract | <input type="checkbox"/> Bar Complaint |
| | <input type="checkbox"/> Landlord/Tenant |
| | <input type="checkbox"/> Neighborhood |
| | <input type="checkbox"/> Other: _____ |

Has this particular session been ordered by the Court?

No Yes (if Yes, include copy of Order with your request)

Cause #: _____ Trial Date: _____

Judge: _____ Petitioner: _____

County where Parenting Plan is recorded: _____

Please list 3 dates you are available and indicate whether you want an AM or PM session. For Settlement Conferences, requesting attorney is responsible for coordinating 3 mutually agreeable dates and times.

1. _____ 2. _____ 3. _____



Mediation Services

	Settlement Conference Mediation	Facilitative Mediation
Court Requirements	Fulfills pre-trial court requirement and the center files a service report with the court.	Does not fulfill pre-trial requirement, but does fulfill dispute resolution requirement (unless Judge or Commissioner makes the exception).
Volunteer Mediator	One Attorney-Mediator with at least FIVE (5) years' practice and PCCDR Settlement Conference training.	Co-mediation model with TWO (2) Facilitative Mediators. No Attorney-Mediator.
Materials	As required by local court rules, a brief summary of case, positions, and possibility for settlement are due to PCCDR TWO (2) working days <u>prior</u> to session.	Parties bring relevant documents to the session.
Room set up	Shuttle-style mediation with THREE (3) rooms.	Joint session with Parties and Mediators in ONE (1) room.
Attorney's role (If you have an attorney)	Represents their client in settlement negotiations.	Clients represent themselves during mediation. Attorney may be present to observe the process and support their client with legal advice during breaks.
Process	Settlement focused, directive, and evaluative. Agenda is set by unresolved legal issues.	Collaborative style that allows the parties to resolve conflicts through structured communication. Agenda is not limited to legal issues.

ALL PARTIES' FEES ARE DUE IN FULL PRIOR TO SCHEDULING A MEDIATION SESSION

\$240 per party for Settlement Conferences
\$180 per party for Facilitative Mediation

Rescheduling: When it is necessary to reschedule a mediation session, the party requesting the change is charged a fee of \$50 to cover staff time required to make the new arrangements. Due to the high volume of requests for mediation and the difficulty of coordinating the schedules of our volunteer mediators, rescheduling may result in a delay of three or four weeks. In order to apply the funds to a rescheduled case, the parties must begin the process within 60 days.

Cancellation: If a session is cancelled more than 10 days before the scheduled appointment and no new appointment is scheduled, we will refund the session fees, minus a \$100 administrative fee per party. If a session is cancelled within 10 days of a scheduled appointment and no new appointment is requested, the entire fee for both parties is nonrefundable. Parties may also initiate a new case at a later date if they decide to begin the process again.

Additional Sessions: When an additional session is requested it is billed at the same rate as the original session.