

# REQUEST TO MEDIATE

Case #: \_\_\_\_\_  
(for office use only)

1. AMOUNT OF MONEY INVOLVED: \_\_\_\_\_

2. PARTY REQUESTING MEDIATION:

Name: \_\_\_\_\_

Buyer                  Seller                  Broker                  Listing Agent                  Other \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name of:      Legal Counsel or      Other Representative: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

3. BRIEF DESCRIPTION OF CLAIM (be as concise as possible):

4. Have there been any formal court pleadings filed in this case?      Yes      No

If yes, are there any trial dates or time limitations involved?      Yes      No

Hearing Date \_\_\_\_\_ Court Case # \_\_\_\_\_ Court County \_\_\_\_\_ Judge \_\_\_\_\_

5. Do you have authority to enter into and sign a binding written agreement to settle this on behalf of the party you represent?      Yes      No      (Comments below, if any)

6. During the four-week period following the date you submit this request, list the dates and times you would be available for a mediation conference:

7. OTHER PARTIES TO DISPUTE:



Name: \_\_\_\_\_

Buyer                  Seller                  Broker                  Listing Agent                  Other \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name of:      Legal Counsel or      Other Representative: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name: \_\_\_\_\_

Buyer                  Seller                  Broker                  Listing Agent                  Other \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name of:      Legal Counsel or      Other Representative: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

I understand and agree that I am responsible for my portion of the fees incurred in this mediation and have attached a signed Payment Voucher.                  Yes                  No

\*\*If the mediation is continued, there will be a \$200.00 fee charged to the party requesting the continuance.

Please attach a copy of the SIGNED MEDIATION CLAUSE in your written agreement.

Date: \_\_\_\_\_

Signature of Requesting Party: \_\_\_\_\_

While the Association promotes mediation, please be advised of the following: If you are the complainant in the dispute against a REALTOR® member, and are unsure if Mediation will be successful, be assured your Request to Mediate may be transferred to Arbitration. Also, mediation is a voluntary process and a mediation can only be scheduled for those parties that agree to mediation or have agreed via their contract. If any parties to your dispute do not agree to mediation, arbitration or a judicial proceeding may be necessary to resolve the dispute as it pertains to you and those parties.

PRINT COMPLETED FORM and send to Real Estate Mediation Center:

E-mail: info@realestatemediationcenter.com Fax: (858) 715-8095 Mail: REMC, 4849 Ronson Court #211, San Diego, CA 92111