



CONSENT TO MEDIATE AND MEDIATOR SELECTION

1. The \$295 per party administration fee and this form must be received by BASF from all parties to initiate mediator assignment. [Charge form can be found at www.sfbaf.org/documentslibraries/mediation-services-credit-card-charge-form; checks payable to BASF] **Please print or type. Attach separate sheet if more space is required and/or there are more than 2 parties.**

A) Party(ies): _____
 Principals / Others attending mediation (if applicable): _____
 Counsel (if applicable): _____
 Firm/Company _____
 Address: _____
 City/State/Zip: _____ Phone: _____ Fax: _____
 E-mail: _____

Enclosed is payment to Mediation/BASF for \$ _____ for _____ party(ies) above.
 Date _____ Signature: _____

B) Other side: Party(ies) / Person(s) attending mediation: _____
 Principals / Others attending mediation (if applicable): _____
 Counsel (if applicable): _____
 Firm/Company _____
 Address: _____
 City/State/Zip: _____ Phone: _____ Fax: _____
 E-mail: _____

Enclosed is payment to Mediation/BASF for \$ _____ for _____ party(ies) above.
 Date _____ Signature: _____

3. Please forward information regarding Mediation Services to other side at the address above.

4. The type of law involved in the case is: _____ [i.e. Family, Business etc.]

5. Our mediators provide one hour of preparation and two hours of session time at no charge; time beyond that will be at the mediator's normal hourly rate. Mediator rates are provided on their biographies. We will select a mediator based on the information provided, check conflicts and availability, and then send you the mediator's biography. Or, you may request a specific mediator from our panel at www.sfbar.org/adr/mediation.

I / we request mediator: _____ or;

Please select a mediator for our matter with experience in the type of law listed above.

[Note, you may ask for a different mediator for any reason after we notify you of the selection.]

6. If the matter has been filed in court, Case No: _____ County _____

Case Title: _____

(Note: it is not required that a matter be filed in Court to use this mediation service)

7. Additional pertinent information. [i.e., Mediation must be set within a certain time frame, etc.]

8. How did you hear about our service?

- | | | | |
|--|---------------------------------------|---------------------------------------|---|
| <input type="checkbox"/> BASF Bulletin | <input type="checkbox"/> Colleague | <input type="checkbox"/> Facebook | <input type="checkbox"/> Other Side-Counsel |
| <input type="checkbox"/> BASF Survey | <input type="checkbox"/> Court | <input type="checkbox"/> Google | <input type="checkbox"/> Used service in past |
| <input type="checkbox"/> BASF Website | <input type="checkbox"/> Craig's List | <input type="checkbox"/> Other: _____ | |

BASF Mediation Services
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www.sfbar.org/mediation