

Agreement to Mediate (Form A)

The goal of this agreement is to inform you of the mediation process and to establish an understanding among the parties and the mediator.

Terms of mediation:

- The parties in this conflict enter mediation voluntarily.** They choose to participate and can end a session or the whole mediation process at any time for any reason. If a mediation session is ended early, the parties will pay a pro-rated rate for the mediator's time (see below for the mediator's rate).
- The mediator is a neutral, impartial facilitator.** Her job is to help the parties understand the conflict, establish their respective goals within the conflict, and engage in a process designed to resolve the conflict.
- Each party participates in the conflict resolution process.** The parties agree to work together, with the mediator as guide, to develop options to resolve the conflict. The parties also agree to share information that is useful in creating an agreement between the parties.
- A party may invite other persons into a mediation session if all agree.** Sometimes, a party would like to invite another person – a support person, a resource person, or someone else – into mediation. This can only happen if the mediator and the other parties agree beforehand.
- A party or the mediator may decide to consult other professionals.** Often, mediation is enhanced with input from other professionals besides the mediator, such as an attorney, a financial expert, or a mental health provider.
- A final agreement can occur if all parties agree.** If all parties come to a final agreement that each one can live with, the mediator will write a document that all parties will sign.
- The parties are responsible for what happens after signing the agreement.** At this point, the mediator's work is done. The parties themselves determine what they will do with the final agreement between them.
- All information discussed during mediation is confidential.** The mediator will not share it with anyone outside of the mediation, unless she is concerned about someone's safety. If safety is a concern, the mediator will use her discretion to share pertinent information.
- The mediator will not testify in court about this conflict or the parties involved.**
- Fees.** The parties will pay the mediator as follows:
 - In-take interviews: no charge
 - Mediation sessions: \$100/hour
(payment will be made after each mediation session)
 - Writing the final agreement: \$75 flat fee
(includes notes, feedback loop, and final written agreement; payment will be made upon receipt of final agreement)

Signature

Date

Signature

Date