STATE OF NORTH CAROLINA

_____ County

File No.

In The General Court Of Justice
Superior Court Division

Name Of Plaintiff(s)

Name And Address Of Plaintiff's Attorney (or Pro Se Plaintiff's Address)

Telephone No.

Plaintiff's Attorney's Email Address (or Pro Se Plaintiff's Email Address)

VERSUS

Name Of Defendant(s)

Name And Address Of Defendant's Attorney (or Pro Se Defendant's Address)

Telephone No.

Defendant's Attorney's Email Address (or Pro Se Defendant's Email Address)

DESIGNATION OF MEDIATOR BY AGREEMENT OF PARTIES IN SUPERIOR COURT CIVIL ACTION AND ORDER OF APPOINTMENT

NOTICE:
Plaintiff's attorney should complete the form, sign below, return to the Senior Resident Superior Court Judge within 21 days after the date of the Order for Mediated Settlement Conference, and distribute copies as noted below.

G.S. 7A-38.1; Rule 2 of the Rules for Mediated Settlement Conferences and Other Settlement Procedures in Superior Court Civil Actions

Trial Date

Date Of Order Referring Matter To Mediation

Deadline For Completion Of Mediated Settlement Conference

NOTICE OF SELECTION OF CERTIFIED MEDIATOR BY AGREEMENT

The above named case was referred to a mediated settlement conference. The parties named below have selected the mediator named below who has agreed to serve in this case and is certified pursuant to the Rules for Mediated Settlement Conferences. The parties named below request that the Senior Resident Superior Court Judge approve the designation of this mediator.

Names Of Parties And Their Attorneys, If Any, Who Have Agreed To The Designation

Name And Address Of Certified Mediator

Telephone No.

Mediator's Email Address

The parties and the mediator have agreed upon the mediator's rate of compensation as follows: *(specify all terms of the compensation agreement)*

_____

_____

_____

NOTE: *As an aid to mediator selection, the NC Dispute Resolution Commission maintains a list of certified superior court mediators at www.NCDRC.gov. Click on "Find a Mediator" and then click on "Mediated Settlement Conference Program." You may search for mediators by name or by judicial district. Once a mediator's name appears on your screen, click on it for a complete contact and availability listing.*

Date	*Name Of Attorney (or Pro Se Party)*	*Signature Of Attorney (or Pro Se Party)*

Original-File Copy-Senior Resident Superior Court Judge or his/her designee
Copy-Plaintiff Copy-Defendant Copy-Mediator

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CERTIFICATE OF SERVICE - DESIGNATION OF MEDIATOR

The undersigned certifies that on this date a copy of the foregoing Designation Of Mediator By Agreement Of Parties In Superior Court Civil Action was served on the persons listed below at the mailing address or email address listed below, such as the case may be, as set forth below. For each person listed as being served by email, the email address listed below is the email address of record with this court for that person. The undersigned further certifies that each such person served by email is either (1) an attorney or (2) a person who consented to receive email service in this case at that address, as established by consent filed with the court by any party.
(Provide names and addresses for persons served by mail or email in the spaces below. Attach additional sheets if necessary.)

Name And Address Of Mediator	☐ served by depositing copy in a post-paid, properly addressed wrapper in a post office or official depository under the exclusive care and custody of the U.S. Postal Service, addressed to that person at the address listed to the left. ☐ served by email to the email address listed to the left.
Email Address Of Mediator (if served by email or by email from ICMS/File & Serve)	☐ served by email from ICMS/File & Serve to the email address listed to the left.
Name And Address Of Party Or Attorney	☐ served by depositing copy in a post-paid, properly addressed wrapper in a post office or official depository under the exclusive care and custody of the U.S. Postal Service, addressed to that person at the address listed to the left. ☐ served by email to the email address listed to the left.
Email Address Of Party Or Attorney (if served by email or by email from ICMS/File & Serve)	☐ served by email from ICMS/File & Serve to the email address listed to the left.
Name And Address Of Party Or Attorney	☐ served by depositing copy in a post-paid, properly addressed wrapper in a post office or official depository under the exclusive care and custody of the U.S. Postal Service, addressed to that person at the address listed to the left. ☐ served by email to the email address listed to the left.
Email Address Of Party Or Attorney (if served by email or by email from ICMS/File & Serve)	☐ served by email from ICMS/File & Serve to the email address listed to the left.
Name And Address Of Party Or Attorney	☐ served by depositing copy in a post-paid, properly addressed wrapper in a post office or official depository under the exclusive care and custody of the U.S. Postal Service, addressed to that person at the address listed to the left. ☐ served by email to the email address listed to the left.
Email Address Of Party Or Attorney (if served by email or by email from ICMS/File & Serve)	☐ served by email from ICMS/File & Serve to the email address listed to the left.
Name And Address Of Party Or Attorney	☐ served by depositing copy in a post-paid, properly addressed wrapper in a post office or official depository under the exclusive care and custody of the U.S. Postal Service, addressed to that person at the address listed to the left. ☐ served by email to the email address listed to the left.
Email Address Of Party Or Attorney (if served by email or by email from ICMS/File & Serve)	☐ served by email from ICMS/File & Serve to the email address listed to the left.
Name And Address Of Party Or Attorney	☐ served by depositing copy in a post-paid, properly addressed wrapper in a post office or official depository under the exclusive care and custody of the U.S. Postal Service, addressed to that person at the address listed to the left. ☐ served by email to the email address listed to the left.
Email Address Of Party Or Attorney (if served by email or by email from ICMS/File & Serve)	☐ served by email from ICMS/File & Serve to the email address listed to the left.

Date	*Name Of Party Serving Designation Of Mediator (type or print)*	*Signature Of Party Or Party's Attorney Serving Designation Of Mediator*

NOTE TO MEDIATOR: *The mediator shall be responsible for designating the location of the conference, if the parties are not able to agree, and giving timely notice to all attorneys and unrepresented parties of the time and location of the conference. The mediated settlement conference shall be completed by the deadline set forth on Page One, Side One, and the mediator shall report the results of the conference to the court within ten (10) days after the conference is completed or within ten (10) days of being advised by a party that the case settled or was otherwise disposed of prior to the mediation.*

(See Page Two for Order Of Appointment and Certificate Of Service - Order Of Appointment)

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ORDER OF APPOINTMENT

The parties having agreed upon the selection of a mediator, the Court hereby grants the parties' request for the selected mediator to conduct the mediated settlement conference.

Date	*Name Of Senior Resident Superior Court Judge/Judge's Designee*	*Signature Of Senior Resident Superior Court Judge/Judge's Designee*

CERTIFICATE OF SERVICE - ORDER OF APPOINTMENT

The undersigned certifies that on this date a copy of the foregoing Designation Of Mediator By Agreement Of Parties In Superior Court Civil Action And Order Of Appointment was served on the persons listed below at the mailing address or email address listed below, such as the case may be, as set forth below. For each person listed as being served by email, the email address listed below is the email address of record with this court for that person. The undersigned further certifies that each such person served by email is either (1) an attorney or (2) a person who consented to receive email service in this case at that address, as established by consent filed with the court by any party. *(Provide names and addresses for persons served by mail or email in the spaces below. Attach additional sheets if necessary.)*

Name And Address Of Mediator	☐ served by depositing copy in a post-paid, properly addressed wrapper in a post office or official depository under the exclusive care and custody of the U.S. Postal Service, addressed to that person at the address listed to the left. ☐ served by email to the email address listed to the left.
Email Address Of Mediator (if served by email or by email from ICMS/File & Serve)	☐ served by email from ICMS/File & Serve to the email address listed to the left.
Name And Address Of Party Or Attorney	☐ served by depositing copy in a post-paid, properly addressed wrapper in a post office or official depository under the exclusive care and custody of the U.S. Postal Service, addressed to that person at the address listed to the left. ☐ served by email to the email address listed to the left.
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Email Address Of Party Or Attorney (if served by email or by email from ICMS/File & Serve)	☐ served by email from ICMS/File & Serve to the email address listed to the left.

Date	*Name Of Person Serving Order Of Appointment (type or print)*	*Signature Of Person Serving Order Of Appointment*

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