

If you would like to submit a matter to ADR West, or wish additional information on members of our panel, please fill in the form below. Once the form is completed, please fax to (719) 481-5822. You may also contact us via telephone at (719) 337-7560 or [email us](#).

Your Name: _____

Your Email: _____

Plaintiff's Counsel

Name: _____

Email Address: _____

Organization: _____

Street Address: _____

Address (cont.): _____

City: _____ State/Province: _____ Zip/Postal code: _____

Work Phone: _____ Fax: _____

Defendant's Counsel

Name: _____

Email Address: _____

Organization: _____

Street Address: _____

Address (cont.): _____

City: _____ State/Province: _____ Zip/Postal code: _____

Work Phone: _____ Fax: _____

Insurance Adjuster (if any)

Name: _____

Email Address: _____

Organization: _____

Street Address: _____

Address (cont.): _____

City: _____ State/Province: _____ Zip/Postal code: _____

Work Phone: _____ Fax: _____

Plaintiff:

Name: _____

Email Address: _____

Defendant:

Name: _____

Email Address: _____

Case Name: _____

Enter the type of matter in the space provided below (mediation, arbitration, discovery reference, etc.).

Enter the name of the neutral or neutrals you wish to consider for this matter:

Have the parties agreed to this neutral?

How many hours would you like to allocate to this matter?

How should the fees be split? _____

What time frame are the parties considering? Are there any time constraints involved?

What type of case is this (ex: Construction, Medical Malpractice, etc)?

If a court case number has already been assigned, please enter it below.

If there is additional pertinent information, please enter it in the space below.

Stipulation to Mediate

PLAINTIFF(S)

VS.

DEFENDANT(S)

CASE NO.

IT IS HEREBY STIPULATED by and between the undersigned parties, and their respective attorneys of record, that the above-captioned matter is hereby submitted mediation before _____, hereinafter referred to as the "Mediator."

The Mediator shall conduct the proceedings in a manner designed to facilitate communication between the parties to assist them in reaching a mutually acceptable agreement.

In the event the Mediator initially chosen is unable to commence or complete the proceedings, then a replacement Mediator shall be chosen from the panel offered by ADR West. If the parties cannot agree upon a replacement Mediator, ADR West, is hereby empowered to choose the replacement Mediator.

The Parties

_____ DATE	_____ PRINT NAME
_____ DATE	_____ PRINT NAME
_____ DATE	_____ PRINT NAME
_____ DATE	_____ PRINT NAME

Attorneys for the Parties

_____ DATE	_____ PRINT NAME
_____ DATE	_____ PRINT NAME
_____ DATE	_____ PRINT NAME
_____ DATE	_____ PRINT NAME