

**RECORD OF TERMINATION
Mediator Report Form**

Initiator: _____
Case Number: _____

Responding Party: _____
Date: _____

1. If a mediation session was not held, indicate whose absence was responsible. (Circle):
a. Initiating Party b. Responding Party c. Both parties

2. If a mediation session was held, please complete the remainder of this record.
a. Starting time: _____ Ending time: _____
b. Please include your non-mediation volunteer service time.
Travel time: _____ Waiting time: _____
Total NON-MEDIATION TIME: _____
Total sessions to complete the mediation: _____

3. Relationship of Parties

_____ Landlord/Tenant	_____ Co-workers
_____ Business/Consumer	_____ Acquaintances
_____ Mates	_____ Debtor/Creditor
_____ Former Mates	_____ Neighbors
_____ Employee/Employer	_____ Family
_____ Victim/Juvenile Offender	_____ Strangers
_____ Parent/School	_____ Other: _____

4. Nature of Dispute

_____ Animal	_____ Money
_____ Assault and Battery	_____ Property
_____ Disturbing the peace	_____ Relationship
_____ Employment	_____ Trespass
_____ Harassment	_____ Other: _____

5. Participants

_____ Attorney Present (one)	_____ Parties only present	_____ Total # Present
_____ Attorney Present (both)	_____ Other: _____	

6. Indicate at what stage the mediation session terminated:

_____ Introduction	_____ Information exchange	_____ Negotiations
_____ Partial Agreement	_____ Agreement	

7. How was the relationship improved? _____

8. If no-agreement was reached indicate why: _____

9. Recommendations and Remarks: _____

10. Amount claimed: \$ _____
Settlement amount: \$ _____

_____, **CERTIFIED MEDIATOR**