

_____ County

Name And Address Of Party Requesting Pre-Litigation Mediation Of Public Records Dispute

Telephone No.

Name Of Person, Entity Or Agency From Whom Records Are Sought

**REQUEST FOR PRE-LITIGATION
MEDIATION OF PUBLIC RECORDS DISPUTE**

G.S. 7A-38.3E

REQUEST

The undersigned party requests, pursuant to G.S. 7A-38.3E, that the parties named below meet with the undersigned and a duly selected or appointed mediator, to conduct a pre-litigation mediation of their public records dispute as described below:

(Please briefly describe below the nature of the public records dispute.)

In accordance with G.S. 7A-38.3E, the parties shall have 21 days from the date of the filing of this request in which to select a mediator. The mediator may be a certified mediator selected from the list maintained by the Dispute Resolution Commission and available through the Clerk. If the parties cannot agree on a mediator, the party filing this request shall make that fact known to the clerk. In the absence of a designation of a mediator within the time prescribed, a mediator shall be appointed by the senior resident superior court judge.

A mediator selected by the parties shall be compensated at a rate agreed on between the parties and the mediator. Unless otherwise agreed to by the parties, all mediator fees shall be paid directly to the mediator at the conclusion of the mediation.

It shall be the responsibility of the mediator to schedule the mediation; to notify the parties of the date, time and location of the mediation; to conduct the mediation; and to prepare a certificate stating the results of the mediation which the mediator shall file with the clerk and serve on the parties.

Pursuant to G.S. 7A-38.3E, the parties may agree to waive pre-litigation mediation of their dispute by informing the mediator in writing of the waiver. No mediator fee shall be assessed against any party if all parties waive mediation prior to the initial mediation meeting.

Date Of Request For Mediation

Signature Of Party Requesting Pre-Litigation Mediation

CERTIFICATE OF SERVICE

The undersigned certifies that a copy of this Request has been mailed by certified mail, return receipt requested, to each of the parties named below.

Name And Address Of Party To The Dispute

Name And Address Of Party To The Dispute

Name And Address Of Party To The Dispute

Name And Address Of Party To The Dispute

Date Mailed

Signature Of Party Requesting Pre-Litigation Mediation