

**STATE OF NORTH CAROLINA**

File No.

In The General Court Of Justice  
Superior Court Division  
Before The Clerk

\_\_\_\_\_ County

Name Of Respondent/Decedent

**VERSUS**

Name And Address Of Mediator

**ORDER FOR APPORTIONMENT  
OF MEDIATOR FEE IN  
MATTERS BEFORE  
THE CLERK OF SUPERIOR COURT**

G.S. 7A-38.3B; Rule 7.C of the Rules  
Implementing Mediation in Matters Before  
the Clerk of Superior Court

**FINDINGS OF FACT**

1. The above-named mediator has advised the Clerk of the need for apportionment of the following fees:
  - a. Amount due for mediation services (CMP Rules 7.A and 7.B)..... \$ \_\_\_\_\_  
 Total time spent in mediation: \_\_\_\_\_ hours, \_\_\_\_\_ minutes at \$ \_\_\_\_\_ per hour.
  - b. Amount due for administrative fee (CMP Rule 7.B) ..... \$ \_\_\_\_\_
  - c. Amount due for postponement fee (CMP Rule 7.F)..... \$ \_\_\_\_\_
  - d. Amount due for out-of-pocket expenses or other agreed upon fees (*not applicable to Clerk-appointed Mediator*) ..... \$ \_\_\_\_\_  
 Total amount due mediator..... \$ \_\_\_\_\_
2. The named parties, interested persons, and fiduciaries listed below were ordered to attend the mediation.

NAME OF PARTY/INTERESTED PERSON/FIDUCIARY	ADDRESS OF PARTY/INTERESTED PERSON/FIDUCIARY
A.	
B.	
C.	
D.	

3. The following named parties and interested persons have been found to be indigent and relieved of their obligations to pay any of the mediator's fees.

NAME OF PARTY/INTERESTED PERSON/FIDUCIARY	ADDRESS OF PARTY/INTERESTED PERSON/FIDUCIARY
A.	
B.	
C.	
D.	

4. For the following reasons, it is justifiable for the estate/trust/fiduciary of \_\_\_\_\_  
 \_\_\_\_\_ to pay some or all of the mediator's fees.

Original-Clerk   Copy-Petitioner   Copy-Respondent   Copy-Mediator  
(Over)

**CONCLUSIONS OF LAW**

1. Based upon the foregoing findings of fact, the Clerk concludes as a matter of law that the following named parties, interested persons, and fiduciaries shall have responsibility for paying the fees:

NAME OF PARTY/INTERESTED PERSON/FIDUCIARY	ADDRESS OF PARTY/INTERESTED PERSON/FIDUCIARY
A.	
B.	
C.	
D.	

2. Based on the foregoing findings of fact, the Court concludes that the payment of the costs of mediation by the estate, trust, or fiduciary is justified.

**ORDER**

It is hereby ordered that the following person(s) or entities pay the costs of mediation as allocated below:

NAME	AMOUNT OWED
1.	\$
2.	\$
3.	\$
4.	\$
<i>Date</i>	<i>Signature</i>
<i>Name (type or print)</i>	<input type="checkbox"/> <i>Assistant CSC</i> <input type="checkbox"/> <i>Clerk Of Superior Court</i>

**CERTIFICATE OF SERVICE**

The undersigned mediator hereby certifies that on this date, a copy of the foregoing Order For Apportionment Of Mediator Fee In Matters Before The Clerk Of Superior Court was served on the parties or attorneys named below, at the addresses specified, by placing a copy of the same in the United States Mail, postage prepaid.

<i>Name And Address Of Party Or Attorney</i>	<i>Name And Address Of Party Or Attorney</i>	
<i>Name And Address Of Party Or Attorney</i>	<i>Name And Address Of Party Or Attorney</i>	
<i>Name And Address Of Party Or Attorney</i>	<i>Name And Address Of Party Or Attorney</i>	
<i>Date</i>	<i>Name Of Mediator</i>	<i>Signature Of Mediator</i>