STATE OF NORTH CAROLINA

_____ County

File No.

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

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 of Mediation for 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)

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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.	$
Date	*Signature*
Name (type or print)	☐ *Assistant CSC* ☐ *Clerk Of Superior Court*

(See Page Two for Certificate Of Service)

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CERTIFICATE OF SERVICE

The undersigned mediator 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 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 Party Or Attorney *Email Address Of Party Or Attorney (if served by email or by email from ICMS/File & Serve)*	☐ 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. ☐ served by email from ICMS/File & Serve to the email address listed to the left.
Name And Address Of Party Or Attorney *Email Address Of Party Or Attorney (if served by email or by email from ICMS/File & Serve)*	☐ 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. ☐ served by email from ICMS/File & Serve to the email address listed to the left.
Name And Address Of Party Or Attorney *Email Address Of Party Or Attorney (if served by email or by email from ICMS/File & Serve)*	☐ 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. ☐ served by email from ICMS/File & Serve to the email address listed to the left.
Name And Address Of Party Or Attorney *Email Address Of Party Or Attorney (if served by email or by email from ICMS/File & Serve)*	☐ 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. ☐ served by email from ICMS/File & Serve to the email address listed to the left.
Name And Address Of Party Or Attorney *Email Address Of Party Or Attorney (if served by email or by email from ICMS/File & Serve)*	☐ 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. ☐ served by email from ICMS/File & Serve to the email address listed to the left.
Name And Address Of Party Or Attorney *Email Address Of Party Or Attorney (if served by email or by email from ICMS/File & Serve)*	☐ 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. ☐ served by email from ICMS/File & Serve to the email address listed to the left.
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Name And Address Of Party Or Attorney *Email Address Of Party Or Attorney (if served by email or by email from ICMS/File & Serve)*	☐ 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. ☐ served by email from ICMS/File & Serve to the email address listed to the left.

Date	*Name Of Mediator (type or print)*	*Signature Of Mediator*

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