

\_\_\_\_\_  
PLAINTIFF(S)

Vs.

**RESPONSE TO ADMINISTRATIVE SESSION**  
**NOTICE**

\_\_\_\_\_  
DEFENDANT(S)

**INTERESTED PARTIES:**

- All counsel have conferred and agree to the following:
- Counsel for \_\_\_\_\_ submits the following:
- Pro Se Party \_\_\_\_\_ submits the following:
- Other: \_\_\_\_\_ submits the following:

1. Trial Date: 1<sup>st</sup> choice \_\_\_\_\_  
2<sup>nd</sup> choice \_\_\_\_\_

Trial dates proposed must be not more than ten months from filing (Local Rule 2.2). Any case that cannot feasibly be tried within 12 months of filing should have a Discovery Scheduling Order in place (Local Rule 3.2)

2. Estimated length of trial: \_\_\_\_\_ days  
 Jury Trial  
 Non-Jury Trial

3. Mediator: (1<sup>st</sup> choice) \_\_\_\_\_  
(2<sup>nd</sup> choice) \_\_\_\_\_  
- OR -

Check box if you want the Court to appoint a mediator.

**Please note: mediators must be certified. Once a mediator is appointed, the parties are not allowed to substitute a different selected mediator.** A list of mediators for District 18 is published on our web site at <http://www1.aoc.state.nc.us/mediatorpublic/login.do>

4. Other relevant factors you would like considered in setting this matter for trial:

\_\_\_\_\_

		<i>Attorney for plaintiff</i>
Signature	Date	<i>Attorney for defendant</i>
		<i>Unrepresented Party</i>

PRINTED NAME

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**COPIES OF THIS RESPONSE SHOULD BE SERVED ON ALL COUNSEL OF RECORD AND ANY PRO SE PARTIES, AND RETURNED TO: Sharon Allgood, Trial Court Coordinator, P.O. Box 3008, Greensboro, NC 27402, Fax (336) 412-7901 or email [sharon.b.allgood@nccourts.org](mailto:sharon.b.allgood@nccourts.org)**

**SUBMIT THIS COMPLETED FORM NOT LATER THAN 5:00 P.M. THE FRIDAY BEFORE ADMINISTRATIVE SESSION.**