

## **MEDIATION - Provisional Booking Form**

(for completion by one party for all or by each and please use additional sheets for multi party / multi issue disputes)

### **Name of First Party:**

Address :

Representative N and A:

Tel:

Mob:

E-mail:

### **Name of Second Party:**

Address :

Representative N and A:

Tel:

Mob:

E-mail:

### **Name of Third Party:**

Address :

Representative N and A:

Tel:

Mob:

E-mail:

**Subject matter eg property :**

**Date of Mediation or best dates:**

**Preferred venue:**

Names of people attending mediation (if known) and continue on a separate sheet

Party 1

Party 2

Party 3

Any specific dietary requirements?

Any specific access/disability/language requirements?

Completed by :

Name:

Date

If any party would like to receive guidance notes on preparing for and appearing at a mediation please do ask me. Thank you.

**ANTHONY GLAISTER**

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