

PUEBLO COMBINED COURT 501 N. Elizabeth, Room 116 Pueblo, Colorado 81003 Phone: 719-404-8700	▲ COURT USE ONLY ▲ Case Number: Div.
In Re: Petitioner: and Respondent:	
MEDIATION ORDER DOMESTIC CASE	

PARTIES AND ATTORNEYS

PLEASE READ THIS ORDER CAREFULLY

THE COURT FINDS that this case is appropriate for mediation and orders that the parties attend and participate in mediation, pursuant to C.R.S. 13-22-311. Mediation is a method by which the parties themselves help to resolve their issues relating to children, property or financial matters. Specific areas of mediation may include allocation of parental responsibilities, parenting time, other child-related issues, child support, spousal maintenance, division of property, and marital debt. Mediation through the Office of Dispute Resolution for the judicial department of the State of Colorado is hereby ordered.

The Court may exempt a party from mediation requirements based on a written motion claiming that the party has been a victim of physical or psychological abuse, or other compelling reasons to not require mediation. Any such request must be made at least 14 days before mediation, or it is waived. Mediation sessions are normally held with the parties in separate rooms.

**MEDIATION SHALL OCCUR ON , 20 , AT A.M.
AT 501 N. ELIZABETH, 2nd FLOOR, PUEBLO, COLORADO
YOU MUST APPEAR.**

THE SCHEDULED MEDIATOR IS

SPECIFIC CONDITIONS OF THIS ORDER INCLUDE:

APPEARANCE: You must personally appear for the mediation session. The mediation session is considered a court appearance, and you will have a court appearance at the conclusion of the mediation session, and the Court can enter any orders it deems appropriate.

Any request to appear by telephone must be made to the Court in advance in writing and will only be considered if you provide written authorization for and the ability to sign any memorandum paperwork by facsimile or email at the time of mediation. Both counsel and a party may not appear by telephone; at least one of them must appear in person.

FEES: The cost of the initial mediation session is \$150 per person, plus \$75 per hour per person for any additional time past two hours. Payment in full is due at the start of the mediation session. Failure to pay in full at the time of the mediation session will result in cancellation of the mediation session and assessment of a late cancellation fee of \$300 against the responsible party(ies).

If you are requesting a partial waiver of the mediation fee you must apply for the waiver not later than fourteen (14) days before the mediation session, using JDF form 211, and file it in the Clerk of Court's office on the first floor, 501 N. Elizabeth, Pueblo, CO 81003. This form is available online at: <http://www.courts.state.co.us/Forms/renderForm.cfm?Form=793>. Other domestic forms are found at: http://www.courts.state.co.us/Forms/Forms_List.cfm?Form_Type_ID=108. Assistance with fee waivers can be obtained in the Self-Help Center located on the first floor of the judicial building.

If your partial waiver request is approved, you must still pay a \$30 co-pay at or before the time of the mediation session.

You are not eligible for a partial waiver if you have hired an attorney.

If your request for waiver is denied, you must pay the full fee at the time of the mediation session.

If you do not comply with the provisions of this FEES paragraph the mediation session may, at the discretion of the mediator, be cancelled and may be considered as a late cancellation, with fees assessed. Such cancellation will not waive the requirement that mediation take place in your case.

FORMS: Prepare and file at least seven (7) days prior to mediation a sworn financial statement and any C.R.C.P. 16.2 documents. Failure to timely file these documents is not good cause to cancel the mediation session. Bring to mediation copies of any court orders, financial documents, or other information relating to your case. If spousal maintenance or child support are contested issues, you should also bring pay stubs, W-2 forms, income tax returns, day care costs/receipts and health insurance costs. The mediator is specifically authorized to access any documents from your court file.

CHILDREN: DO NOT BRING CHILDREN TO MEDIATION!

CHANGES: Once scheduled, mediation sessions may only be changed or cancelled for good cause as determined by the Court, and then only if done at least seven (7) business days before the scheduled session. All requests to cancel a mediation session must be made by filing a motion to do so with the Court. If you cancel late or fail to appear or pay for mediation, each party will be charged \$150 if both parties are responsible, or \$300 if only one of the parties is responsible for the late cancellation or failure to appear or pay. If Court action alters the mediation session it is the obligation of counsel, or, if none, the parties, to immediately advise the mediator, or Mediation Director Chad Hessel (see contact information below) of such action.

SANCTIONS: In addition to the assessment of additional mediation fees set forth above, violation of any provision of this order may subject the violator to other sanctions, including contempt.

MEDIATION CONTACT INFORMATION: Mediation Director: Chad Hessel
Phone: 719-404-8835
Email: chad.hessel@judicial.state.co.us

SO ORDERED BY THE ASSIGNED JUDGE