



CONSENT TO MEDIATE AND MEDIATOR SELECTION

1. To initiate mediator assignment, this form and the \$250 per party administration fee must be received by BASF from all parties. The parties agree that BASF shall administer the mediation. [Checks should be made payable to BASF, or a charge form can be found at http://www.sfbar.org/forms/adr/ms_cc_form.pdf]
2. Please attach separate sheet of paper if more space is required and/or there are more than 2 parties.

A) Party(ies): _____
 Counsel, *if applicable* _____
 Firm/Company _____
 Address: _____
 City/State/Zip: _____ Phone: _____ Fax: _____
 E-mail: _____

Enclosed is payment to Mediation/BASF for \$_____ for _____ party(ies) above.

Date _____ Signature: _____

B) Other side: Party(ies): _____
 Counsel, *if applicable* _____
 Firm/Company _____
 Address: _____
 City/State/Zip: _____ Phone: _____ Fax: _____
 E-mail: _____

Enclosed is payment to Mediation/BASF for \$_____ for _____ party(ies) above.

Date _____ Signature: _____

3. Please forward information regarding Mediation Services to other side at the address above.

4. Area of mediator experience requested: [i.e. Family, Business etc.] _____

5. If the matter has been filed in court, Case No: _____ County _____

Case Title: _____
(Note: it is not required that a matter be filed in Court to use this mediation service)

6. Our mediators provide one hour of preparation and two hours of session time at no charge; time beyond that will be at the mediator's normal hourly rate. Mediator rates are provided on their biographies. We will select a mediator based on the information provided, check conflicts and availability, and then send you the mediator's biography. Or, you may request a specific mediator from our panel at www.sfbar.org/adr/mediation.

I / we request mediator: _____ or;

Please select an appropriate mediator for our matter.

[Note, you may ask for a different mediator for any reason after we notify you of the selection.]

7. Additional pertinent information. [i.e., Mediation must be set within a certain time frame, etc.]

8. How did you hear about our service?

- | | | | |
|--------------------------------------|---|--------------------------------------|---|
| <input type="checkbox"/> Google | <input type="checkbox"/> BASF Website | <input type="checkbox"/> The Court | <input type="checkbox"/> Opposing Counsel |
| <input type="checkbox"/> A Colleague | <input type="checkbox"/> Used service in past | <input type="checkbox"/> BASF Survey | <input type="checkbox"/> Craig's List |
| <input type="checkbox"/> Face Book | <input type="checkbox"/> Other: _____ | | |

BASF Mediation Services
301 Battery Street, 3rd Floor, San Francisco, CA 94111
Tel (415) 982-1600 Fax (415) 989-0381
www.sfbar.org/mediation