

REQUEST FOR MEDIATION

To,
Name *(of the party on whom the request for mediation is made)*

Telephone / Fax / Email

The undersigned is a party in a contract dated _____ with you. Since there are some disputes pertaining to the contract, as per the mediation clause in the contract, the undersigned requests for mediation under the ADR Centre Conciliation Rules. *(Attach the mediation clause)*

Nature of the dispute:

(Relevant details of the case including any pending case before any Courts)

The claim or relief sought:

(Limit and extent of claim and nature of relief)

Relationship with other party:

You are hereby notified that the copy of our mediation agreement and this Request are being filed with the Alternative Dispute Resolution Centre (ADR Centre) In filing this Request for Mediation, the Initiating Party certifies that he/she has issued this request to the Responding Party.

Signed :

Name of filing party

Address

Telephone / Fax / Email

Name of representative, Address, Phone and email