

UNITED STATES BANKRUPTCY COURT  
EASTERN DISTRICT OF WASHINGTON

In re:	)	
	)	Bk. No.
	)	
Debtor(s)	)	
_____	)	
(If an Adversary Proceeding)	)	
	)	Adv. No.
Plaintiff(s)	)	
	)	NOTICE OF MEDIATION
	)	CONFERENCE AND REQUEST
	)	FOR MEDIATION CONFERENCE
	)	STATEMENT
Defendant(s)	)	

TO: \_\_\_\_\_

Attorney for: \_\_\_\_\_

\_\_\_\_\_

Attorney for: \_\_\_\_\_

PLEASE TAKE NOTICE that a Mediation Conference has been set in the above entitled matter for:

Date:

Time:

Location:

In accordance with the procedural requirements of the Mediation Program as established by the above entitled court, a copy of which is attached to this notice, you are reminded not only is your attendance at this conference required but also that of a person with full settlement authority .

You are also requested to provide to the undersigned mediator a confidential MEDIATION CONFERENCE STATEMENT no later than \_\_\_\_\_, which statement shall include the following information:

- A. A brief statement of the facts and an analysis of the key issues involved in the controversy;

- B. description of the strongest and weakest points in both sides of the controversy;
- C. The status and detail of any settlement attempts previously made;
- D. A comment on any perceived impediments to resolution on either side;
  
- E. A proposal for resolution that would be acceptable and satisfy the interest of either party; and
  
- F. Any other information that you deem as helpful to a mediated resolution.

Dated: \_\_\_\_\_

\_\_\_\_\_

Mediator

Name:

Address:

Telephone:

CONFERENCE AND REQUEST  
FOR MEDIATION STATEMENT