

MAINE JUDICIAL BRANCH

IMPORTANT NOTICE ABOUT MEDIATION

You are scheduled to engage in mediation. Please check your court order for the date and time of the mediation. Each party is expected to be present with or without an attorney and to make a good faith effort to mediate all disputed issues. Prior to that date, each party is encouraged to talk with an attorney about what information is needed at mediation and each party's legal rights. If you are legal counsel in this action, please mail this notice to your client in order to help prepare your client for mediation and to maximize its success.

PLEASE NOTE: If the Court finds that either party failed to make a good faith effort to mediate, the Court may order the parties to submit to further mediation, may dismiss the action or any part of the action, may assess attorney fees and costs, or may impose any other sanction that is appropriate in the circumstances.

The Court may also impose sanctions upon a party for failure, without good cause, to appear for mediation after receiving notice of the scheduled time for mediation, or for failing to pay the mediation fee or obtain a fee waiver in a timely fashion.

MEDIATION FEE:

Payment of mediation fee (generally shared equally by the parties) entitles the parties to two mediation sessions at any time prior to final order or judgment. Once the parties have engaged in two mediation sessions, further mediation will require payment of an additional fee. Payment of the fee is also required for mediation of post-judgment matters, except for motions *solely* to enforce child support orders.

EXCHANGE OF INFORMATION:

If the parties disagree about child support for their child(ren), each party must file with the court, and provide a copy to the other party, the following documents at least three business days before mediation:

- **Child Support Affidavit (FM-050); and**
- **Child Support Worksheet (FM-040).**

If the parties disagree about property division as part of their case, each party must file with the court, and provide a copy to the other party, a **Financial Statement (FM-043)** at least three business days before mediation.

RESCHEDULING OR CANCELLING MEDIATION:

If either party cannot attend a scheduled mediation, that party must file a motion to continue with the Court at least four days in advance of the scheduled mediation, and must state the basis of the request.

If both parties agree to cancel a scheduled mediation session, the parties must provide notice to the court clerk at least 48 hours prior to mediation.

If parties fail to cancel a scheduled mediation or have not been granted a motion to continue, and then fail to appear, the parties will be required to pay an additional fee to reschedule the mediation.

ADA Notice: The Maine Judicial Branch complies with the Americans with Disabilities Act (ADA). If you need a reasonable accommodation contact the Court Access Coordinator, accessibility@courts.maine.gov, or a court clerk.

Language Services: For language assistance and interpreters, contact a court clerk or interpreters@courts.maine.gov.