

## **ORDER FOR MEDIATION BEFORE A REGISTRAR**

1. Pursuant to s26 of the *Civil Procedure Act 2005*, parties are ordered to attend for mediation before a Registrar of the District Court at 10 am on
2. Unless notified otherwise prior to the date appointed for the mediation, parties are to assemble at the Civil registry on Level 4, John Maddison Tower, 86 Goulburn Street, Sydney.
3. Parties are reminded of the obligation to mediate in good faith imposed by s27 of the Act.
4. Each party is to have present at the mediation a person authorised to commit that party to settlement of the matter.
5. Costs of the mediation are to be costs in the cause.
6. If an insurance company is involved on behalf of any party the insurance company is required to have present at the mediation their Claims Manager or an officer of the Claims Manager's Office who has authority to approve settlement.
7. Each party is to prepare a concise statement (maximum one page) setting out the issues that they believe need to be discussed before the matter can settle. Such statements are to be exchanged at least 5 days prior to the mediation.
8. If any party wishes to seek an adjournment of the mediation that party is to notify the list office, by telephone or letter, at least 14 days before the allocated date. The matter will then be placed before the Judicial Registrar for the consideration of the adjournment application.
9. The parties are to supply the registrar copies of all lay and expert evidence (including medical evidence) which has been served not less than 5 days before the mediation.
10. This material is to be produced to the registrar in an envelope marked:

“Registrar/Assistant Registrar

For mediation on

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Proceedings number