

THE DISPUTE RESOLUTION SYSTEM

Request to Initiate Mediation – Transmittal Form # DRS-2

SEND THIS COMPLETED REQUEST TO INITIATE MEDIATION TRANSMITTAL FORM TO:

Mr. Bradley K. Gordon, Esq., Executive Director
Berkshire Regional Housing Authority
150 North Street - Suite 28
Pittsfield, Massachusetts 01201

(413) 443-7138 x 16 - Fax (413) 443-8137

Date Filed: _____

1. NAMES OF ALL PARTIES TO THE DISPUTE

_____	_____
_____	_____
_____	_____

2. PARTY REQUESTING MEDIATION

Name: _____

Address: _____

Phone: _____ Fax _____

Buyer Seller Broker Salesperson Builder/contractor Other

Professional Liability Insurance Company: _____

Name of Legal Counsel or other Representative: _____

Name of Firm: _____

Counsel Address: _____

Counsel Phone: _____ Counsel Fax _____

3. OTHER PARTIES

Name: _____

Address: _____

Phone: _____ Fax _____

Buyer Seller Broker Salesperson Builder/contractor Other

Professional Liability Insurance Company (if known): _____

Name of Legal Counsel or other Representative (if known): _____

Name of Firm: _____

Counsel Address: _____

Counsel Phone: _____ Counsel Fax _____

* * *

Name: _____

Address: _____

Phone: _____ Fax _____

Buyer Seller Broker Salesperson Builder/contractor Other

Professional Liability Insurance Company (if known): _____

Name of Legal Counsel or other Representative (if known): _____

Name of Firm: _____

Counsel Address: _____

Counsel Phone: _____ Counsel Fax _____

4. BRIEF DESCRIPTION OF CLAIM:

5. **AMOUNT OF MONEY INVOLVED:** \$ _____

6. **COURT PLEADINGS:**

Have there been any formal court pleadings filed in this case? Yes No

If yes, are there any trial dates or time limitations involved? Yes No

Date _____ Court _____

County _____ Judge _____

Court Case # _____

7. **AUTHORITY**

Do you have authority to enter into and sign a binding written agreement to settle this on behalf of the party you represent? Yes No

Comment: _____

8. **INFORMATION**

Do you need additional information from another attorney? Yes No

If yes, what? _____

9. **PRIOR MEDIATION**

Has a prior agreement to mediate been signed by the parties? Yes No

If yes, please attach copy of the signed agreement.
