

MEDIATION RETAINER AGREEMENT

This Mediation Retainer Agreement ("Agreement") is entered into on [Date], between [Our Name/Our Business Name] ("Mediator") and [Client's Full Name] ("Client"), collectively referred to as the "Parties."

1. Purpose of Mediation

The Client hereby retains the Mediator to provide mediation services to assist in resolving a dispute or matter described as follows: [Brief description of issue]. The Mediator will facilitate communication and negotiation between the Client and any other involved parties to reach a mutually acceptable resolution.

2. Scope of Services

The Mediator agrees to:

- Conduct mediation sessions in a neutral and impartial manner.
- Facilitate discussions and assist the Parties in identifying issues and exploring solutions.
- Provide a confidential environment for mediation, subject to the exceptions outlined in

Section 5.

The Mediator will not provide legal advice, act as an attorney, or represent any party in this matter.

3. Fees and Payment

The Client agrees to pay the Mediator a fee of [Amount] for mediation services. Payment is due [in advance]. Additional costs, such as travel or administrative fees, will be agreed upon in writing prior to being incurred.

4. Confidentiality

All communications during the mediation process will be treated as confidential by the Mediator, except as required by law or in cases where there is a credible threat of harm to an individual. The Client acknowledges that confidentiality may not apply to information shared outside the mediation sessions or in any subsequent legal proceedings, unless otherwise protected by applicable law.

5. Voluntary Participation and Termination

Participation in mediation is voluntary. The Client or the Mediator may terminate this Agreement at any time with written notice. Upon termination, the Client remains responsible for payment of any fees incurred up to that point.

6. No Guarantee of Outcome

The Mediator does not guarantee a specific outcome or resolution. The success of mediation depends on the willingness and cooperation of all parties involved.

7. Agreement to Mediate

By signing below, the Client authorises the Mediator to conduct mediation sessions and agrees to abide by the terms of this Agreement. The Client acknowledges that the Mediator is an impartial facilitator and not a decision-maker in the dispute.

Client Signature: _____

Date: _____

Mediator Signature: _____

Date: _____

Contact Information:

Mediator: [Name, Address, Phone, Email]

Client: [Name, Address, Phone, Email]