



**ABA Section of Dispute Resolution  
Committee on Mediator Ethical Guidance  
Intake Form**

**Instructions:** Individuals or organizations requesting Mediator Ethical Guidance should 1) prepare a formal letter of request that specifies the scope of the request, and 2) complete and attach an intake form (below) to the request. All documents should be sent to the ABA Section of Dispute Resolution at 740 15<sup>th</sup> Street NW, Washington D.C. 20005, or emailed to David Moora at moorad@staff.abanet.org attention "Mediator Ethical Guidance."

**Contact Information:**

Name of Requestor:

Address:

Phone Number:

Email Address:

Is this request being filed on behalf of an organization? Yes or No

If yes, please list the organization:

**Summary of the Issue** (please attached a letter of request specifying the issue):

**Other Information:**

Is this issue pending before a court of law or disciplinary body? Yes      No

If yes, please identify the court or body:

Has any other entity been asked to consider this issue? Yes      No

If yes, please list the organization, address and phone number and indicate the status:

If yes and the entity has already acted, please attach a copy of the response.

Is there other information that the committee should consider or know about?

Is there urgency to this matter or a timeframe issue that the Committee on Mediator Ethical Guidance should consider? Yes                      No

Note: The Committee has the option of seeking additional information from the requestor.

**Certification:**

I certify that the information provided on this form is true and correct.

Signature:

Date: