New Client Referral Form

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** |  | **File Reference** |  |
| Full legal name |  | | |
| Preferred name |  | Date of Birth |  |
| Residential Address |  | Postal Address if different. | |
| Employer  (if relevant) |  | | |
| Home Telephone |  | Mobile |  |
| Work Telephone |  | | |
| Preferred Email |  | | |
| Is the address, phone numbers or email address confidential? | | | |

**Will another party who has an interest in your dispute be attending with you?**

|  |  |  |
| --- | --- | --- |
| Full legal name |  | |
| Preferred name |  | |
| Mobile Phone |  | Alternative Phone Numbers |
| Email Address |  | |
| Postal Address |  | |
| Relationship to you |  | |

**Would you like a support person to participate in the mediation?***A support person is someone who has no interest in the dispute*

|  |  |  |
| --- | --- | --- |
| Name |  | |
| Occupation |  | |
| Mobile Phone |  | Alternative Phone Numbers |
| Email Address |  | |
| Postal Address |  | |
| Role |  | |

**Key Contact for the other Party**

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | | |
| Postal Address |  | | |
| Home Telephone |  | Mobile |  |
| Work Telephone |  | | |
| Email |  | | |

**Please list any other parties with an interest in the dispute that you feel should be involved in the mediation**

|  |
| --- |
|  |

**Do you have any special needs?**

* **Interpreter: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (language)**
* **Disabilities: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Are there any special cultural considerations the mediator needs to be aware of?**

* **I am an Aboriginal or Torres Strait Islander person**
* **Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Yours Sincerely,

Craig Anderson

Owner Mediate-Me,

NMAS Nationally Accredited Mediator.

Bach. Elec. Eng. M. Min.Lead.