Chatham County Office of ***Alternative Dispute Resolution***
Chatham County, Georgia

ADR Initiation Form
(Civil Cases Only)

This form is to be completed and filed at the time the complaint or answer is filed. A copy must be submitted to the ADR Office, Room 112 located in the Chatham County Courthouse Annex, 415 W. Broughton Street, Savannah, Georgia, 31401. Direct inquires to: ADR Director Linda Gernay at Phone No. (912) 652-7519, Fax No. (912) 652-7591, Email: ltgernay@chathamcounty.org; Chatham County ADR website: www.chathamcounty.org/adr.html

Party Completing Form: Plaintiff □ Defendant□ Case Number: _____ Filing Date:_____

Case Name: _____

Plaintiff(s): (If more than one, attach addendum) addendum)
Name: _____
Address: _____
_____
Home phone no. _____
Work/Cell phone no. _____
Attorney: _____
Address: _____
_____
Phone No. _____
Facsimile No. _____
Email address: _____

Defendant(s):(If more than one, attach

Name:_____
Address: _____
_____
Home phone no. _____
Work/Cell phone no._____
Attorney: _____
Address: _____
_____
Phone No.: _____
Facsimile No.: _____
Email address: _____

[If necessary, attach a separate sheet listing the above information for additional parties and their respective legal counsel.]

1. **(A)** Brief description of the case including what relief, damages, or special damages that are being sought:
_____
_____

(B) The Uniform Rules for Dispute Resolution, Appendix A, Section 4.1, requires that the respective parties or their representatives with full authority to settle be present. Who will be attending with this authority?
_____

2. Pursuant to the ADR Rules, parties are given the option to choose their desired method of dispute resolution. Please indicate your choice below:

_____Non-binding or binding Arbitration* _____Mediation _____Early Neutral Evaluation*

****Parties must independently locate and arrange for qualified individuals to provide these services.***

3. Are there any special circumstances, which need to be taken into consideration? (i.e., physical limitations, etc.)
_____
_____

4. Are you intending to seek an exemption from alternative dispute resolution? ___ yes ___no
Reason for Exemption: _____
[see Standing Order for grounds for exemption; party must request exemption from the assigned judge]

DATED this the ____ day of _____, 20____.

_____ _____
Signature Typed/Printed Name & Position