



COURT OF COMMON PLEAS  
HAMILTON COUNTY, OHIO

**APPLICATION FOR CONTRACT MEDIATORS**

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Completed applications should be mailed or delivered to:

Office of Mediation & Alternative Dispute Resolution, 1000 Main St., Room 450, Cincinnati, OH 45202

APPLICANT NAME \_\_\_\_\_

FIRM/ORGANIZATION \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

\_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

OHIO BAR # \_\_\_\_\_

I am applying to be added to the approved list of contract Mediators as contemplated by Local Rule 31.

**I obtained the following post-secondary education:**

SCHOOL: \_\_\_\_\_ DEGREE: \_\_\_\_\_ YEAR GRADUATED: \_\_\_\_\_

SCHOOL: \_\_\_\_\_ DEGREE: \_\_\_\_\_ YEAR GRADUATED: \_\_\_\_\_

SCHOOL: \_\_\_\_\_ DEGREE: \_\_\_\_\_ YEAR GRADUATED: \_\_\_\_\_

**I am currently and actively licensed to practice law in the following states:**

STATE \_\_\_\_\_ YEAR ADMITTED \_\_\_\_\_

STATE \_\_\_\_\_ YEAR ADMITTED \_\_\_\_\_

STATE \_\_\_\_\_ YEAR ADMITTED \_\_\_\_\_

**I have experience in the following areas of practice or professional subject matters:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**I have the following training or experience that qualifies me to serve as a mediator:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**I hereby certify:**

[     ] I have NOT been subject to past attorney sanctions, professional disciplinary actions, or criminal convictions (not including any traffic or parking offenses).

**If applicable, I disclose the following past attorney sanctions, professional disciplinary actions, or criminal convictions (not including any traffic or parking offenses):**

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**I affirm the following qualifications pursuant to Local Rule 31(J):**

*[Please initial each line to affirm compliance]*

- \_\_\_\_\_ I have at least 5 years of experience in the practice of law with some trial or judicial experience and I am a current member of the Ohio Bar in good standing with the Supreme Court of Ohio;
- \_\_\_\_\_ I have specialized training in mediation including courses that are approved for at least three hours of Continuing Legal Education credit by the Supreme Court of Ohio;
- \_\_\_\_\_ I have participated in at least three separate mediations as a mediator or counsel for a party in any jurisdiction, or I have observed of at least two mediations conducted by a qualified Hamilton County court mediator;
- \_\_\_\_\_ I have significant, demonstrated experience in preparation, presentation, and resolution of disputes on behalf of others either through litigation, negotiation, or mediation;
- \_\_\_\_\_ I have or will maintain malpractice insurance covering services as a mediator and can submit proof of coverage to the Court Mediation Office;
- \_\_\_\_\_ I have or will complete the "Fundamentals of Mediation Training" approved by the Supreme Court Dispute Resolution or I satisfy the other requirements of Sup.R. 16.23(A).

**I affirm the following additional terms of my contract position:**

*[Please initial each line to affirm compliance]*

- \_\_\_\_\_ I agree that I am not a public employee, nor am I entitled to service credit, nor am I entitled to worker's compensation or disability benefits, as a result of this position;
- \_\_\_\_\_ I agree to be bound by the applicable provisions of the Ohio Revised Code, the Ohio Rules of Professional Conduct, and the Court's Local Rules;
- \_\_\_\_\_ I agree to provide my own physical office space or online meeting platform (Zoom or TEAMS) to conduct my assigned Mediations;
- \_\_\_\_\_ I agree to notify the Court Mediation Office if I become unavailable to serve as a contract Mediator after my selection;
- \_\_\_\_\_ I agree to notify the Court Mediation Office if I become subject to attorney sanctions, professional disciplinary actions, or criminal charges (not including traffic or parking offenses);
- \_\_\_\_\_ I agree that I can be removed from this position, or removed from an individual case assignment, at the "at-will" discretion of the Court.

**DISCLAIMER:** The number of approved contract Mediators on the Court's panel is limited. As a result, not all qualified applicants will be accepted. The Court has sole discretion in panel selection and will accept applications on an as-needed and rolling basis.

By signing below, I affirm that the information included in this application and all attachments is correct to the best of my knowledge.

APPLICANT SIGNATURE:

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APPLICATON DATE:

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