



Checklist for Mediation

- Read and familiarise yourself with the Mediation Information Pack and the terms of the Mediation Agreement that the Mediator sends to you prior to the Mediation

 - Complete and return a signed copy of:
 - (1) Mediation Agreement;
 - (2) Consent Form; and
 - (3) Intake Form.

 - Pay the Mediation fee (see the Mediator's tax invoice) so that your Mediation date can be confirmed.

 - Gather any supporting documents including any prior agreements made, court orders, bank statements, superannuation statements, taxation returns, valuations (as relevant).

 - Prepare a List of Assets and Liabilities

 - Obtain independent legal advice and financial advice and/or counselling services so that you are fully informed and prepared for the Mediation

 - Obtain valuations on major assets (property and business)

 - Prepare a List of Goals and Concerns
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