

# Mediation Instruction Questionnaire

Please complete this form and return it to us as soon as possible either by post or by email using the email address below.

You can complete this form as an email reply if you have received it by email or you can find the form on our website [www.franklins-sols.co.uk](http://www.franklins-sols.co.uk).

Our full terms and conditions are attached and are also available on our website.

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Email: [mediation@franklins-sols.co.uk](mailto:mediation@franklins-sols.co.uk)  
Website: [www.franklins-sols.co.uk](http://www.franklins-sols.co.uk)

OFFICE USE ONLY

Reference Number:		Date Submitted:	
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Client transaction details and instruction authority

First Party Details	Second Party Details
Title (Mr, Mrs, Ms etc)	
Forename	
Middle name(s)	
Surname	
Date of Birth	
Address	
Postcode	
Occupation	
Current Place of Work	

Telephone numbers and Email Address

Home
Work
Mobile
Email

# Mediation Details



Referring Party Details (if applicable)

Name

Firm/Company Name

Address

Telephone

Email

Are both parties willing to  
attend MIAM?

Type of Mediation

Children Only

Property and Finances

Other

All issues

Please describe

Please indicate if there are  
any considerations for

Domestic Abuse

Language

Other (please describe)

Disability

Please explain

Are you aware if either  
party has used Franklins  
for mediation or legal  
services in the past?

Yes

No

Don't know

If yes please give details:

Any other comments

Please note our Mediator will contact the first party within 48 business hours and all details given will be kept in confidence.