

City of Melville Mediation Referral Form

Council Policy CP-125 Neighbour Dispute Mediation outlines the role of the City in helping to coordinate multiple parties who are interested in using a professional mediation service to try and resolve intractable issues, or where resolving an issue has become difficult because of breakdowns in communication. This form is intended to provide the City with information necessary to determine the suitability of mediation, reach out to the relevant parties to determine their willingness to mediate, and where appropriate refer the parties to a professional mediation service provider.

Date:

Your Information

| | |
|--------------|--|
| Name | |
| Address | |
| Phone Number | |
| Email | |

Have you previously spoken with anyone at the City about this issue?

Yes No

If yes, can you provide the name of this person/s?

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The City will need to determine whether the other party involved in the issue/dispute is willing to attend mediation. Please provide any contact information you can about the other party involved in the dispute.

| | |
|--------------|--|
| Name | |
| Address | |
| Phone Number | |
| Email | |

Please provide a brief overview of the dispute/issue

What, if any, actions have been taken to resolve the dispute (include any involvement of third parties)?

Is there any other relevant information?