

**COWETA JUDICIAL CIRCUIT
GENERAL CIVIL ADR INITIATION FORM (GCIF)**

Coweta Judicial Circuit ADR (Mediation) Program
Coweta, Heard, Meriwether and Troup Counties
Troup County Government Center
100 Ridley Avenue, S. 2500
LaGrange, GA 30240
PH: 706-883-2168/2170
FAX: 706-883-2169

If Attorneys/Parties select mediator & schedule mediation, please provide scheduling information to ADR Office:
Date: _____ at _____ o'clock _____ m.
with neutral _____
Location: _____

Instructions: Petitioner is to file original GCIF with Clerk of Court when case is filed; a copy is to be sent to ADR Office for scheduling of mediation. Respondent is to submit to the ADR Program his/her completed GCIF.

SEND General Civil ADR Initiation Forms:

BY MAIL: Coweta Circuit ADR Program, 100 Ridley Avenue, Suite 3400, LaGrange, GA 30240;
OR BY FAX: 706-883-2169

Case Information (Must be completed in full):

County: _____ **Case Number:** _____ **Filing Date:** _____ **Assigned Judge:** _____

Please note: All notices, releases and communication will be sent by email. Please do NOT submit your email address if you do not wish to receive all correspondence by e-mail.

Address and Phone Numbers: (If necessary, attach a separate sheet with information for additional parties and their respective attorneys.)

Plaintiff(s): _____

Defendant(s): _____

ATTORNEY INFORMATION: (please complete if party is unrepresented)

Plaintiff OR Plaintiff's Attorney:

Name: _____

Georgia Bar Number: _____

Address: _____

Phone No.: _____

Facsimile No.: _____

Email address: _____

Defendant OR Defendant's Attorney:

Name: _____

Georgia Bar Number: _____

Address: _____

Phone No.: _____

Facsimile No.: _____

Email address: _____

1. (A) Court (i.e., Superior, State, Magistrate) and Type of Case (please indicate type of case i.e. personal injury, breach of contract, probate wills) Court: _____ Type of Case: _____

(B) Brief description of the case including what relief, damages, or special damages are being sought: _____

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

DATED this the _____ day of _____, _____.

Signature _____

Typed/Printed Name & Position _____