

VIRGINIA

IN THE CIRCUIT COURT OF THE CITY/COUNTY OF _____

Plaintiff Name _____

v. Case No. _____

Defendant Name _____

Order of Referral to Orientation Session

The Court has determined that this matter, which is currently before the Court as a contested civil matter or containing contested civil issues, is appropriate for referral to a dispute resolution proceeding. It is hereby ORDERED that:

1. Pursuant to the provisions of Virginia Code § 8.01-576.4 *et seq.*, this matter is [*or “the following issues: (list issues) are”*] referred to a dispute resolution Orientation Session, for which there shall be no cost to the parties.
2. Parties shall choose a circuit court certified mediator to conduct the orientation session from the “Circuit Court Mediation Program” list on the Virginia Judicial System web site at www.courts.state.va.us. For procedures and the list of eligible mediators, click on “Mediation” under the Programs and Services heading and then on “Circuit Court Mediation Program.”
3. YES NO Custody, visitation and/or support are the only issues referred to the orientation session. Therefore, parties may elect free mediation services pursuant to Virginia Code § 20-124.4. If the parties elect free mediation, then for the orientation session they must choose a circuit court-family certified mediator designated on the list as willing to conduct the free mediation, or if no mediator is so designated, the parties may choose a JDR certified mediator who conducts custody, visitation and support mediations in the local JDR court.
4. Parties or Counsel shall contact the chosen mediator to schedule the orientation session. The orientation shall be conducted at a time and location convenient to the parties, to take place no later than thirty (30) days from the date of entry of this order.
5. Circuit Court Mediation Program Procedures are on the Supreme Court web site identified above and are incorporated into this Order by reference.
6. Irrespective of this referral, this case has been set for return to court, in accordance with the Court’s normal docketing procedures, on _____ at _____ m.
7. Parties or Counsel shall inform the Court in writing if the dispute is resolved prior to the return date or if a continuance is requested to pursue further a dispute resolution proceeding. Otherwise, the parties shall appear in court at that time.

ENTER: _____

Judge