

**CVD**

**Custody ORIENTATION**

Please attach a copy of the File-stamped Notice (sent to the other party) & Certificate of Service.

\*Notification forms and a copy of the 15B Local rules are located in the Red Binder/Custody Mediation Cubby @ Clerks

Office in Hillsborough, NC, or at [www.nccourts.org](http://www.nccourts.org). **NOTE: Orientation may not be waived per Local Rule 3 A.**

Only the mediation session can be waived (Refer to Local Rule 5). The Orientation is intended to offer resources and options for parents in raising their children no matter who mediates. Clients are exempt from Orientation, if they have attended Orientation within the last 3 years on any case, or in any other North Carolina district. **Mediation sessions are scheduled upon receipt of the auto-generated completion of the Self Directed Orientation AND the CONFIDENTIAL INTAKE FORM.** Both of these links are found on the new June 2020-n "NOTICE" referenced above.

**MEDIATION / MODIFICATION ONLY (Parties have 'attended Orientation'\*):**

(\*clients are exempt from Orientation if they have attended Orientation within the last 3 years per Local Rule 3 ). Please attach a File Stamped copy /(image) of AOC modification Form 634 to this request if requesting Mediation Only. Mediation sessions are scheduled upon receipt of the file-stamped 634 Form and the information requested below

Today's Date: \_\_\_\_\_ Is there a court date already set? [ ] NO [ ] Yes, if so when? \_\_\_\_\_

REQUESTING Attorney/ Party: \_\_\_\_\_

**PLAINTIFF:** \_\_\_\_\_ **PL Phone#** ( \_\_\_\_\_ ) \_\_\_\_\_

[[Please Print]]

**PLAINTIFF ADDRESS:** \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

**Email:** \_\_\_\_\_

**PLAINTIFF ATTY:** \_\_\_\_\_

**ATTY PHONE:** \_\_\_\_\_

**ATTY EMAIL:** \_\_\_\_\_

**DEFENDANT:** \_\_\_\_\_ **DEF Phone#** ( \_\_\_\_\_ ) \_\_\_\_\_

[[Please Print]]

**DEFENDANT ADDRESS:** \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

**Email:** \_\_\_\_\_

**DEFENDANT ATTY:** \_\_\_\_\_

**ATTY PHONE:** \_\_\_\_\_

**ATTY EMAIL:** \_\_\_\_\_

- Was the Case *ordered* to Mediation?      **Yes**    **No**      **Judge:**\_\_\_\_\_
- Is there a 50B (Domestic Violence Protective Order) in this case?    **Yes** \_\_\_\_\_    **No** \_\_\_\_\_
- Do you need an Interpreter(s)?    **Yes /Language(s)** \_\_\_\_\_    **No** \_\_\_\_\_
- **EMAIL this to [Kirsten.b.Atkinson@nccourts.org](mailto:Kirsten.b.Atkinson@nccourts.org)** \_\_\_\_\_