IN THE GENERAL COURT OF JUSTICE COUNTY OF GUILFORD

 CASE NUMBER «Case\_Number»

«All\_Plantiffs»

 PLAINTIFF(S)

 Vs. **RESPONSE TO ADMINISTRATIVE SESSION**

 «ADM\_Date» **NOTICE**

«All\_Defendants»

 DEFENDANT(S)

INTERESTED PARTIES: «I\_All\_Parties»

* All counsel have conferred and agree to the following:
* Counsel for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ submits the following:
* Pro Se Party\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ submits the following:
* Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ submits the following:

1. Trial Date: 1st choice \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 2nd choice \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Trial dates proposed must be not more than ten months from filing (Local Rule 2.2). Any case that cannot feasibly be tried within 12 months of filing should have a Discovery Scheduling Order in place (Local Rule 3.2)

2. Estimated length of trial: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ days

* Jury Trial
* Non-Jury Trial

# 3. Mediator: (1st choice) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#  (2nd choice) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#  - *OR* -

 Check box if you want the Court to appoint a mediator.

**Please note: mediators must be certified. Once a mediator is appointed, the parties are not allowed to substitute a different selected mediator. A list of mediators for District 18 is published on our web site at** [**http://www1.aoc.state.nc.us/mediatorpublic/login.do**](http://www1.aoc.state.nc.us/mediatorpublic/login.do)

4. Other relevant factors you would like considered in setting this matter for trial: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_*Attorney for plaintiff*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature  Date *\_\_\_\_Attorney for defendant\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *\_\_\_\_Unrepresented Party\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

PRINTED NAME

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**COPIES OF THIS RESPONSE SHOULD BE SERVED ON ALL COUNSEL OF RECORD AND ANY PRO SE PARTIES, AND RETURNED TO: Brittany Robinson, Trial Court Coordinator, P.O. Box 3008, Greensboro, NC 27402, Fax (336) 412-7901 or email brittany.r.robinson@nccourts.org**

**SUBMIT THIS COMPLETED FORM NOT LATER THAN 5:00 P.M. THE FRIDAY BEFORE ADMINISTRATIVE SESSION.**