

The County Courts at Law of Bexar County



BEXAR COUNTY COURTS-AT-LAW
CIVIL MEDIATOR
APPOINTMENT LIST APPLICATION

Last Name: _____ First Name: _____

Firm Name (if not self employed): _____

Mailing Address: _____

Office Number: _____ Fax Number: _____

Cell Phone Number: _____ E-mail Address: _____

State Bar Number: _____ Date Licensed to Practice Law in State of Texas: _____

Are you are currently on the list for the Bexar County Alternate Dispute Resolution Center:
_____ Yes _____ No If yes, indicate date: _____

Do you have malpractice liability insurance?
_____ Yes _____ No If yes, indicate provider: _____

_____ I am not an attorney

Have you ever been convicted of a crime? _____ Yes _____ No
If yes, please explain: _____

Have you ever been the subject of any State Bar Disciplinary Action? _____ Yes _____ No
If yes, please explain: _____

Do you currently have any pending criminal charges, other than Class C or traffic violations,
in any jurisdiction? _____ Yes _____ No
If yes, please explain: _____

***Note: If you are arrested at any time while on the appointment list, you must report your arrest to the County Court Administration Office by the end of the first business day after arrest.**

RELEVANT SPECIALIZED EDUCATION, TRAINING, CERTIFICATION, OR SKILL:

Please identify your appropriate professional experience and attach any certifications to this application: Pursuant to Texas Civil Practice and Remedies Code § 154.052 (a) to qualify for an appointment as an impartial third party under this subchapter a person must have completed a minimum of 40 classroom hours of training in dispute resolution techniques in a course conducted by an alternative dispute resolution system or other dispute resolution organization

approved by the court making the appointment. In appropriate circumstances, a court may in its discretion appoint a person as an impartial third party who does not qualify under Subsection (a) if the court bases its appointment on legal or other professional training or experience in particular dispute resolution processes_____

In addition to your certification for mediation training, please attach a current resume, a fee schedule on amounts that you charge for mediation, and the types of cases that you have experience mediating (e.g., Personal Injury, civil damages, business litigation, eviction, etc).

LANGUAGE:

_____ Spanish

_____ Other: Please specify_____

In each case in which the appointment of a mediator is necessary because the parties to the case are unable to agree on a mediator, a court using a rotation system shall appoint the person whose name appears first on the mediator list maintained by the court. **The use of the mediator list maintained by the court is not required if the appointment of that person as mediator is agreed on by the parties and approved by the court or in complex matters.**

Complex matters: On finding good cause, the court may appoint a person included on the applicable list whose name does not appear first on the list, or a person who meets statutory or other requirements to serve on the case and who is not included on the list, if the appointment of that person as attorney ad litem, guardian ad litem, mediator, or guardian is required on a complex matter because the person: (1) possesses relevant specialized education, training, certification, skill, language proficiency, or knowledge of the subject matter of the case; (2) has relevant prior involvement with the parties or case; or(3) is in a relevant geographic location.

Please note any other areas of expertise to consider in regard to appointments in complex matters: _____

***It is in the discretion of the County Court Judges hearing civil matters to deny an applicant to serve on the mediator list for any good cause. Individuals may also be removed from the mediator list for failure to perform the duties as a mediator or failure to satisfy the requirements herein or for any good cause as determined by a majority of the County Court Judges hearing civil matters.**

MUST BE SIGNED IN THE PRESENCE OF A NOTARY

By my signature below, I certify that the information in this application to be accepted on the Bexar County Courts at Law Mediator List is true and correct. I agree to comply with any additional rules and requirements to be eligible for and maintained on the list that may be established by the County Courts at Law hearing civil matters.

Signature of Applicant

Date

Subscribed and sworn to before me on the _____ day of _____
20____.

Notary Public

Return this form to: Dianne Garcia-Marquez, General Administrative Counsel
Bexar County Court Administration
Paul Elizondo Tower
101 W. Nueva St., Ste. 325
San Antonio, Texas 78205
(210) 335-2628
Fax (210) 335-2935
dianne.garcia@bexar.org

FOR ADMINISTRATIVE USE ONLY

Date Application Received: _____

Date Application Approved: _____
