



McLENNAN COUNTY DISPUTE RESOLUTION CENTER (DRC)
CONFIDENTIAL INFORMATION SHEET, NO ATTORNEYS

NAME \_\_\_\_\_

DATE \_\_\_\_\_

HAS A LAWSUIT ALREADY BEEN FILED? YES \_\_\_ NO \_\_\_

IF YES, CAUSE NO. \_\_\_\_\_ CASE NAME \_\_\_\_\_

DO YOU HAVE A LAWYER AT THIS TIME? YES \_\_\_ NO \_\_\_

DOES THE OTHER SIDE HAVE A LAWYER? YES \_\_\_ NO \_\_\_

IF YOU OR THE OTHER SIDE HAVE A LAWYER, DO NOT USE THIS FORM

HOW WERE YOU REFERRED TO MEDIATION? \_\_\_\_\_

PERSON ASKING FOR MEDIATION

THE OTHER SIDE

NAME \_\_\_\_\_

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ ZIP \_\_\_\_\_

CITY \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE # \_\_\_\_\_ 2ND # \_\_\_\_\_

PHONE # \_\_\_\_\_ 2ND # \_\_\_\_\_

ANNUAL INCOME \_\_\_\_\_

ANNUAL INCOME \_\_\_\_\_

EMAIL \_\_\_\_\_

EMAIL \_\_\_\_\_

EMAIL IS OUR PREFERRED WAY TO COMMUNICATE WITH YOU. PLEASE NOTIFY THE DRC IF YOU REQUIRE CORRESPONDENCE BY POSTAL MAIL.

CELL \_\_\_\_\_

CELL \_\_\_\_\_

(Cell numbers are for Mediator and DRC staff only and will be kept confidential)

NON-FAMILY CASE: WHAT KIND OF DISPUTE DO YOU HAVE? (ADD MORE ON BACK IF NEEDED)

WHAT IS THE DOLLAR AMOUNT IN DISPUTE? \_\_\_\_\_

OR

FAMILY CASE: DIVORCE \_\_\_ DIVORCED \_\_\_ NEVER MARRIED \_\_\_ LIVED TOGETHER \_\_\_

ISSUES: "CUSTODY" \_\_\_ "VISITATION" \_\_\_ CHILD SUPPORT \_\_\_ PROPERTY \_\_\_

CHILD(REN)'S NAME(S):

DATE OF BIRTH:

WHO ARE THE CHILDREN LIVING WITH NOW? \_\_\_\_\_

IF MARRIED, COMBINED LIQUID ASSETS OF MARRIAGE \$ \_\_\_\_\_

PLEASE PROVIDE A BRIEF DESCRIPTION – NEXT/BACK PAGE

DRC Office Use Only DRC # \_\_\_\_\_

**WILL THIS MEDIATION BE:**

IN-PERSON

ZOOM CONFERENCE

HYBRID

**BRIEF DESCRIPTION OF ISSUES IN DISPUTE, AND GOALS FOR MEDIATION**

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**Name/Signature**

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**Date**

**EMAIL COMPLETED FORM TO [DRCassist@DRCWaco.com](mailto:DRCassist@DRCWaco.com) OR MAIL FORM TO: 900 Austin Avenue, Suite 502, Waco, TX 76701**

**Document Retention Policy**

The DRC's Document Retention Policy is that case files and all contents are destroyed, or permanently deleted if in electronic form, on or after the third anniversary after the project/case closes.

DRC Voice 254-752-0955 Website <https://drcwaco.com/>