

Barbara Melton, M.Ed., LPC, NCC

Psychotherapy & Mediation Services

(843) 723-8002

Thanks for your interest in mediation! You can download several of my forms from my website at www.barbarameltonlpc.com which may be of assistance to you. If you desire to make an appointment to schedule a mediation session, please contact me at 723-8002 (office) or 834-7859 (cell) and we can set up a time for this to occur.

The following documents are available for download on my website:

- 1) Mediation overview (one page informational document)
- 2) An Intake Form which would need to be completed and brought with you to your first session
- 3) An Agreement to Mediate
- 4) Rules for Mediation which would be attached to the Agreement to Mediate
- 5) A Mediation Worksheet
- 6) The Financial Declaration form the Family Court currently uses

If you have read these over, and made notes on your worksheet, you will save yourself a good deal of time in the process. The Agreement to Mediate will need to be signed at the beginning of the process, and any additional questions can be addressed at that time as well.

My hourly fee for mediation is \$175, which would be split 50/50 unless otherwise agreed or as specified by court order. For your information, sessions usually last two to three hours; it depends on the complexity of the issues at hand.

After the mediation session, a written agreement or summary is created and provided to you and/or your attorney by email, fax, or regular mail within 48 hours (or two business days) so that same can be thoroughly reviewed prior to completing the mediation process. I always recommend that each party have counsel available to them for legal advice, as I am not an attorney and do not represent myself to be qualified to advise you as to legal matters. Upon request, and at no further cost to you, I can also provide you with a disc with the Agreement thereon in WORD format in the event your attorney's office wishes to re-type it into your Decree of Divorce or other action.

I have been mediating in the Tri-County area since 1989 and am a practitioner member of the Association of Conflict Resolution (ACR). This means that not only do I have the minimal 40 hrs. of training usually required, but that I have obtained at least 20 hrs. of additional training and have logged in a minimum of 100 hrs. of mediation experience with the ACR. I am also certified by the S.C. Supreme Court as a Family Court mediator. I am pleased you are considering mediation, and again, if you have any additional questions, please feel free to contact me.

Sincerely,

Barbara Melton

215 East Bay St., Suite 201-D, Charleston, SC 29401

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