

## FAMILY MEDIATION PROGRAM

Office Information. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday. The number for the Sarasota office is 941/861-4820 and the FAX number is 941/861-4816. The number for the Manatee office is 941/749-3654 and the FAX number is: 941/749-3691. For questions regarding mediations in DeSoto County please call the Bradenton office.

1. Order of Referral Required Prior to Scheduling. Use of the Court's Family Mediation Program requires a current Order of Referral to the Family Mediation Program.
2. Scheduling Mediation. Current Family Law Rules of Civil Procedure require that mediations be held within 60 days of the Court's date of referral. Please make sure that the scheduled date falls within those time limits. If it is necessary to cancel the mediation, please cancel on JACS or by contacting the Family Mediation Program office, as soon as possible.
3. Weekday Schedule. Cases should be scheduled in the county, or the district, where the case is filed, unless all of the parties agree to attend mediation at another county site. If this occurs, please contact the Family Mediation Program office, so that the court file can be retrieved and available at the appropriate location.

NORTH SARASOTA COUNTY: Monday, Tuesday, Wednesday, alternate Thursdays and Fridays.

SOUTH SARASOTA COUNTY (VENICE): Alternate Thursdays and every Friday.

MANATEE COUNTY: Monday, Tuesday, Wednesday, Thursday, and Friday.

4. Amount of Time for Mediation. Up to three hours are allotted for the initial mediation conference. Arrangements can be made if additional time for mediation will be required. Please call the appropriate Family Mediation Office for information.
5. Fees. Payments should be made to the Clerk of Court prior to the mediation. Please bring proof of payment to the mediation session. The cost for each session is as follows: \$60.00 per party per session if the combined total gross income is less than \$50,000.00 annually; \$120.00 per party per session if the combined total gross income is between \$50,000.00 and \$100,000.00; and if the combined total gross income is greater than \$100,000.00 the case is not eligible for the Court Mediation Program.
6. Location of Mediation Conferences. The Manatee County mediations are held at the Manatee County Judicial Center, 1051 Manatee Avenue West, Third Floor,

Bradenton, Florida. The North County Sarasota mediations are held at the Sarasota County Criminal Justice Center, 2071 Ringling Boulevard, 6<sup>th</sup> Floor, Sarasota, Florida. The South County (Venice) mediations are held at the R.L. Anderson South County Administration Building, 4000 South Tamiami Trail, 2<sup>nd</sup> Floor, Venice, Florida.

7. Telephone Appearance. Presently, court policy allows parties who reside away from the Twelfth Judicial Circuit to appear by telephone. Please provide a telephone number **in advance** to the Family Mediation Program office, if you wish the Court Program to place the call to the party appearing by telephone.