

**GREGORY L. DAVIES, Attorney, PLLC**

3721 COLBY AVENUE

EVERETT, WA 98201

425-259-2755 (office) 425-252-0588 (fax)

e-mail: gdavieslaw@gregorydavieslaw.com

web site: gregorydavieslaw.com

To have a successful arbitration or mediation and get a better result, an arbitration or a mediation require a well informed arbitrator or mediator. It is most helpful to provide to the arbitrator or mediator with as much information that is applicable to your case:

At least 14 days prior to the date of the arbitration hearing or mediation session, each party shall file with the arbitrator or mediator and serve upon all other parties a statement or letter containing:

- 1) A general statement of the facts of the case
- 2) A list of the issues to be decided by the arbitrator or subject to mediation
- 3) A list of witnesses whom the party intends to call at the arbitration hearing (**not applicable to mediations**),

The statement shall contain a brief description of the matters about which each witness will be called to testify, and whether that testimony is anticipated to be provided in writing, in person, or by telephone.

- 4) A list of exhibits and documentary evidence

Each party should provide to the arbitrator, mediator, and all other parties a copy of the exhibits and other documentary evidence.

It is suggested that each party provide the following documents for a family law arbitration or mediation:

**Parenting Plan** each party should provide the following:

A copy of any Temporary Parenting Plans signed by the court

A copy of each parties' proposed Final Parenting Plan

A copy of any Final GAL Report

Copies of any other documentary evidence regarding parenting you wish to submit for consideration at the arbitration hearing or mediation session

**Financial support**, to include but not limited to child support, spousal support, awarding of attorney fees, or other financial requests each party should provide the

following:

- A copy of any Temporary Child Support Order with Worksheets
- A copy of each parties' proposed Final Child Support Order with Worksheets
- A copy of each parties current and complete financial declaration
- Copies of the last two years tax returns to include all schedules
- Copies of the last two years W-2s
- Copies of the last six months pay stubs
- Copies of statements and or billings for all child related expenses in dispute
- Copies of any other documentary evidence regarding financial matters you wish to submit for consideration at the arbitration hearing or mediation session

**Property & Debt Division** each party should provide the following:

- A proposed spreadsheet with a proposed division of all property and debts with values for property and balances due and owing on debts
- Copies of real estate valuations, appraisals, or comparative market analysis
- Copies of vehicle Blue Book valuations
- Copies of bank statements
- Copies of life insurance policies
- Copies of brokerage or investment account statements
- List of personal property to be divided and to whom it should be awarded
- Copies pension/ retirement account statements
- Copies of any other documentary evidence regarding property you wish to submit for consideration at the arbitration hearing or mediation session
- Copies of statements or billings for all debts and obligations to be divided