

**Mediation Services Application Form  
(For Responding Party)**

Ref: \_\_\_\_\_

**\*Please Note:**

**To be completed by the Responding Party and attached together with a list of dispute details plus \$100 Mediation Service Fee.**

**Particulars of Responding Party**

Full Name: \_\_\_\_\_

NRIC No./IEA M'ship No.: \_\_\_\_\_ CEA Reg. (if applicable): \_\_\_\_\_

Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Fax No./Email: \_\_\_\_\_ Telephone No.: \_\_\_\_\_

Have you initiated any Legal Proceedings Counter against the Initiating Party. (Please Tick)

No

Yes Please specify: \_\_\_\_\_

Details of the Dispute (you may attach copy of the summary if the space provided is not enough)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Date

\_\_\_\_\_ Responding Party's Name / Signature

**For Office Use Only**

Payment:-

Cash: \_\_\_\_\_ or Cheque: \_\_\_\_\_

(All cheques must be made in favour of "Institute of Estate Agents Singapore")