

**Supreme Court of the Philippines**  
Philippine Judicial Academy  
**PHILIPPINE MEDIATION CENTER**  
\_\_\_\_\_ Unit

\_\_\_\_\_  
Plaintiff,

Case No. : \_\_\_\_\_  
For : \_\_\_\_\_  
\_\_\_\_\_

vs.

\_\_\_\_\_  
Defendant

X-----X

**NOTICE OF MEDIATION**

The parties are requested to appear before \_\_\_\_\_,  
*(Name of Mediator)*  
on \_\_\_\_\_, \_\_\_\_\_ by virtue of the Order of the Court issued on  
\_\_\_\_\_, \_\_\_\_\_ which referred the above-captioned case for mediation.  
*(Date of Referral)*

Please be reminded that court-annexed mediation is part of the Pre-trial conference of the case. Parties are required to appear with or without counsel. Failure to appear for mediation may result in the imposition of appropriate sanctions, including but not limited to censure, reprimand, declaration in contempt, costs and fees spent by the attending party and such other sanctions as may be provided under the Rules of Court.

\_\_\_\_\_  
Mediator

Noted by:

\_\_\_\_\_  
Unit Coordinator