

**Describe the Dispute and  
How You Wish it to Be  
Resolved**

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What steps, if any, have you taken to resolve this dispute? \_\_\_\_\_

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How did you hear about this program? \_\_\_\_\_

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There are mediation locations throughout the 12th Judicial Circuit for your convenience.

**ARCADIA**  
DeSoto County Courthouse  
201 East Oak Street  
Arcadia, FL 33821

**BRADENTON**  
Manatee County Judicial Center  
1051 Manatee Avenue West - 8th Floor  
Bradenton, FL 34205

**SARASOTA**  
Sarasota County Criminal Justice Center  
2071 Ringling Blvd., 6th Floor  
Sarasota, FL 34237

**VENICE**  
R.L. Anderson Administration Center  
4000 South Tamiami Trail - 2nd Floor  
Venice, FL 34293



**12th Judicial Circuit**

**Twelfth Judicial  
Circuit**

**Citizen  
Dispute  
Settlement  
Program**



**Sarasota & DeSoto  
Counties  
941-861-7833**

**Manatee County  
941-749-3660**

Visit our website at:  
[www.jud12.flcourts.org](http://www.jud12.flcourts.org)



# About Citizen Dispute

## Resolving Conflicts Through Mediation

Mediation is an informal and voluntary process for individuals to resolve disputes in a non-adversarial way. A neutral and impartial mediator works with the parties to facilitate a mutually acceptable agreement.

## Consider Mediation Before Going to Court

The Citizen Dispute Settlement Program gives individuals the opportunity to resolve disputes in a neutral and confidential setting before a court case is filed. Participants can avoid court costs and lost time from work by using mediation rather than litigating the dispute.

The mediator does not act as a judge or a lawyer. The function of the mediator is to assist the parties in reaching an agreement, which is then put into writing. Participating in mediation does not preclude an individual from filing a lawsuit if the mediation did not result in an agreement. However, neither the Citizen Dispute Settlement Program nor the mediator is permitted to give individuals legal advice about how to file or defend a lawsuit.

**Mediation is Not For Everyone.** Some cases are not appropriate for mediation, and the Citizen Dispute Settlement Program reserves the right to decline a case for any reason. Our office may refer you to an agency or organization who can assist you with your dispute, or you may file a lawsuit with the court.

## How Much Does It Cost?

There is **no charge** for our services.

All of our Florida Supreme Court certified county mediators donate their time and expertise to the program, and share our commitment to serving the public.

## Who May Participate?

Participation is available to any person residing in the 12th Judicial Circuit who has a complaint against another person. There is no problem too small or too large for mediation.

## When Will a Mediation Conference Be Scheduled?

Mediation conferences are scheduled during regular business hours. They are usually scheduled within three weeks.

## What Kind of Disputes Can Mediation Help Resolve?

- |                      |                       |
|----------------------|-----------------------|
| Auto Sales & Repairs | Family Disputes       |
| Condominium          | Landlord/Tenant       |
| Consumer             | Neighborhood Disputes |
| Contracts            | Nuisances             |
| Debts                | Property Damage       |
| Employer/Employee    |                       |

If you would like the CDS Program to assist you with your dispute, please submit your dispute online at [www.jud12.flcourts.org](http://www.jud12.flcourts.org), or mail or fax completed form to:

Sarasota and DeSoto P.O. Box 48927  
Sarasota, FL 34230  
Fax: 941-861-7810

Manatee P.O. Box 3000  
Bradenton, FL 34206  
Fax: 941-749-3692

## Claimant

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

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

Phone: \_\_\_\_\_

May we communicate with you via email?

Yes  No

Email: \_\_\_\_\_

## Respondent

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

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

Phone: \_\_\_\_\_

