

**UNITED STATES DISTRICT COURT  
FOR THE MIDDLE DISTRICT OF ALABAMA**

vs.

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**CIVIL ACTION**

**DECLARATION OF THE PRO SE PARTY  
to Participate in the Pro Se Assistance Program  
Court Annexed Mediation**

The assigned district judge or magistrate judge has determined that your case may benefit from participation in Court Annexed Mediation. The Court will appoint an attorney to assist you for this purpose only, and will provide to that attorney a copy of all pleadings filed to date. The appointed attorney will be in contact with you once the appointment has been made to help prepare you for the upcoming mediation.

Please read and complete the declaration that follows:

I, \_\_\_\_\_, am the *pro se* plaintiff in this case. I agree to participate in Court Annexed Mediation, and I declare under penalty of perjury under the laws of the State of Alabama as follows:

*(Please insert your initials after reading each question)*

1.     **REPRESENTATION.** I am not represented by an attorney and no attorney currently appears for me in this case.

\_\_\_\_\_ Initials

2.     **MEDIATION.** I understand that the purpose of Court Annexed Mediation is to

assist the *pro se* litigant with resolving all or part of the dispute underlying his or her case by exploring not only the relevant evidence and law, but also the interests, needs, and priorities of the parties, and I further understand that the examination of the needs, interests, and priorities of the parties may be independent of the legal issues in controversy in this case. I further understand that referral of my case to Assisted Mediation will allow for the appointment of Special Mediation Counsel to assist me in preparing for mediation.

\_\_\_\_\_Initials

3. **ASSISTED MEDIATION.** I understand that I will be offered the assistance of Special Mediation Counsel (appointed by the Court) to help me prepare for, participate in, and pursue follow-up to a Court Annexed Mediation session. I also understand that the role of Special Mediation Counsel is only to educate and assist with my preparation for, participation in, and follow-up to the mediation session.

\_\_\_\_\_Initials

4. **LIMITED ASSISTANCE.** I understand that the only assistance that Special Mediation Counsel may offer is to educate and assist me with preparation for mediation, and I understand and agree as follows:

- a. I understand that Special Mediation Counsel will provide no other legal service of any kind in this case, without prior written authorization by the Court to do so;
- b. I agree that the scope of Special Mediation Counsel's duties to me will be solely to educate and assist me with preparation of, participation in, and follow-up to the Court Annexed Mediation;

- c. I acknowledge that Special Mediation Counsel's responsibility to help educate me about the process will not involve any control of the case or the mediation;
- d. I acknowledge and agree that Special Mediation Counsel will not analyze my overall legal needs, conduct an independent investigation of my case, or represent me in any manner outside of mediation; and
- e. I acknowledge that Special Mediation Counsel may not advise me about the need to contact other counsel for purposes of obtaining legal advice.

\_\_\_\_\_Initials

5. **PRO SE STATUS.** I acknowledge that I continue to provide my own representation in this case and in the mediation, and that Special Mediation Counsel will only educate and assist me with preparation of, participation in, and follow-up to the Court Annexed Mediation.

\_\_\_\_\_Initials

6. **NO CONTRACT.** I understand and agree that I have no contractual relationship with Special Mediation Counsel for legal or other services, and that I will enter no contract with Special Mediation Counsel during the time this case is in the Court Annexed Mediation without a written order by the Court permitting such a contract.

\_\_\_\_\_Initials

7. **EVALUATION.** I agree to participate in the evaluation of the Court Annexed Mediation, and I further agree that any person authorized by the Court may, for purposes of evaluation: (1) attend the mediation session; (2) attend Court proceedings concerning the Assisted Mediation Program; and (3) attend any preparatory or follow-up concerning the mediation session. I further agree

that the Special Mediation Counsel may respond to any inquiries about the case from any such person authorized by the Court to evaluate the Program.

\_\_\_\_\_Initials

8. **CONCLUSION.** I confirm and acknowledge that I have carefully considered the terms of the assistance provided by the Special Mediation Counsel with mediation as set forth above, and acknowledge that by signing this Declaration, I understand that the role of Special Mediation Counsel is only to provide education and assistance with my participation in the mediation process.

\_\_\_\_\_Initials

*I understand that my participation in the Pro Se Assistance Program is subject to approval by the Court or its designee, and that such participation, or the program itself, may be terminated at any time in the Court's discretion.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**File this completed Declaration sheet with the Clerk of Court at One Church Street, Montgomery, AL 36104, within 14 days from the date of receipt if you wish to be considered for the Pro Se Assistance Program. This Declaration will be provided to the Director and Coordinators of the Pro Se Assistance Program.**