**Request for Mediation**

(Sample)

Applicant**:** Name, Gender, Age, Occupation, Employer, ID Card Number/Nationality & Passport Number, Domicile, Zip Code, Fax, Email

Authorized Representative: Name, Occupation and Employer

**Respondent**: (full name)

Address: Zip:

Telephone: Facsimile:

Legal Representative (Principal Responsible Person): Name, Employer and Title

**Cause of Action:**

**Mediation Claim:**

1、 to request mediation;

2、 to request mediation;

Hainan International Arbitration Court

**Appendix**: List of Evidences

Applicant:

(Signature or seal)

Year Month Day