

STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

APPLICATION FOR VOLUNTEER MEDIATOR

*Division of Florida Condominiums, Timeshares, & Mobile Homes*

MEDIATION, as defined by rule 61B-25.001, Florida Administrative Code, paragraph 1: "means a process whereby a neutral third person acts to encourage and facilitate the resolution of a dispute between two or more parties. It is an informal and nonadversarial process with the objective of helping the disputing parties reach a mutually acceptable and voluntary agreement. In mediation, decision making authority rests with the parties. The role of the mediator includes, for example, assisting the parties in identifying issues, fostering joint problem-solving, and exploring settlement alternatives."

MEDIATED A DISPUTE, as defined by rule 61B-25.001, Florida Administrative Code, "means that the person as neutral third party assisted parties to a dispute with the goal of reaching a mutually acceptable and voluntary agreement through mediation as described in paragraph (1) of this rule. The following shall not be considered as having "mediated a dispute": (a) having served as counsel or advisor to a party to a mediation; (b) having been a party to a mediation; or (c) having participated in mediation as part of training or mentoring."

Legal Name of Applicant \_\_\_\_\_  
(Last) (First) (MI)

Mailing Address \_\_\_\_\_  
(Number and Street or Post Office Box)

\_\_\_\_\_  
(City) (State) (Zip Code) (County)

Telephone Number \_\_\_\_\_  
(Area Code) (Telephone Number)

1. Have you received at least 20 hours of training in mediation techniques as required in Section 718.501(1)(m), Florida Statutes and 61B-25.001, Florida Administrative Code Rules?

YES  \_\_\_\_\_ NO  \_\_\_\_\_

**If YES, verification of training must be attached to this application as follows:**

**A. A certificate of completion from a training program wherein the trainee received a minimum of 20 hours of training in mediation techniques**

**- OR -**

**B. A notarized statement from an instructor or entity providing the training which verifies completion of 20 hours of training in mediation techniques**

**- OR -**

**C. Other verifiable evidence of completion of the training requirement**

2. Have you mediated at least 20 disputes as required in Section 718.501(1)(m), Florida Statutes and 61B-25.001, Florida Administrative Code Rules?

YES  \_\_\_\_\_ NO  \_\_\_\_\_

**If YES, verification of experience must be attached to this application as follows:**

**A. Documentation of participation as a mediator in a mediation program such as a County Citizen Dispute Settlement Program**

**- OR -**

**B. An affidavit from the applicant attesting to having mediated at least 20 disputes supplemented with notarized statements attesting to the mediations from all parties of at least five disputes mediated by the applicant.**

If you answered **NO** to **BOTH** questions, you do not meet the minimum requirements set forth in Section 718.501(1)(m), Florida Statutes, to be included on the list of Volunteer Mediators maintained by the Division.

If you answered **YES** to either #1 or #2, attach the required verification to this form and continue with the application.

Please list all counties in which you are willing to provide voluntary mediation:

*By signing this application, I am authorizing the Division of Florida Condominiums, Timeshares, and Mobile Homes to add my name to a list of Volunteer Mediators to be distributed to any requesting party. I have read Section 718.501(1)(m), Florida Statutes, and Chapter 61B-25, Florida Administrative Code and I meet the minimum requirements necessary to be added to the list of volunteer mediators. I will accept no compensation for my services in conjunction with the Division's Volunteer Mediation program and understand that if the Division determines that I have falsified any information on this application, my name will not be added to the list, or if it has been added, my name will be deleted.*

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(Signature of Applicant)

(Date signed)

MAIL COMPLETED APPLICATION WITH ALL ATTACHMENTS TO:

**Department of Business and Professional Regulation**  
Division of Florida Condominiums, Timeshares, and Mobile Homes  
2601 Blair Stone Road,  
Tallahassee FL 32399-1030