

CIRCUIT COURT FOR BALTIMORE CITY

MEDIATION CONFERENCE STATEMENT
(CMCS)

Parties or counsel must send a Confidential Mediation Conference Statement (CMCS) to the designated mediator *at least five (5) days* prior to the scheduled mediation conference. **PARTIES AND COUNSEL *SHALL NOT* EXCHANGE RESPECTIVE MEDIATION CONFERENCE STATEMENTS. THE MEDIATOR SHALL KEEP THE STATEMENTS CONFIDENTIAL AND THE STATEMENTS WILL NOT BECOME PART OF THE COURT FILE.**

The Mediation Conference Statement shall contain the following information and shall be no more than six (6) pages:

1. Identification of the case by caption and case number.
2. Attorney's name, address, and telephone number.
3. A brief summary of the case.
4. A brief statement of the facts counsel will rely on in support of a claim.
5. The major strength(s) of your case.
6. An evaluation of the possible maximum and minimum damage awards.
7. Any history of settlement negotiations.
8. A reasonable estimated value of the case.