

## Mandatory Settlement Meeting

**Instructions:** All Parties or their counsel must participate in a Mandatory Settlement Meeting within six months of the Arbitration Management Conference. After holding the Mandatory Settlement Meeting, all counsel must sign this form and return it to the Independent Administrator within five days. See Rule 26. Return this form to

Office of the Independent Administrator  
3580 Wilshire Boulevard, Suite 2020  
Los Angeles, California 90010  
Fax: 213-637-8658

Name of Arbitration \_\_\_\_\_ Arbitration Number \_\_\_\_\_

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We, the Claimants and Respondents in the arbitration listed above, conducted the Mandatory Settlement Meeting on \_\_\_\_\_ (date).

\_\_\_\_\_ We settled the claim and the arbitration can be closed.

\_\_\_\_\_ We did not settle the claim.

\_\_\_\_\_  
Signature of Claimant or Counsel

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Respondent's Counsel

\_\_\_\_\_  
Date