

To / 致: Clerk to _____ / _____ 書記

Case No. / 案件編號: _____

Report on Mediation

調解報告

1. This report is submitted pursuant to the directions dated _____.
此報告是根據法庭於 20____年____月____日作出的指示而呈交的。
2. The result of the mediation is as follow: / 調解結果如下:
☐ Mediation ends with full agreement / 調解達成全面協議
☐ Mediation ends with partial agreement / 調解達成局部協議
☐ Mediation ends without agreement / 調解未能達成協議
3. The time spent on mediation (including the time of pre-mediation session(s)) was _____ hours.
是次調解(包括調解前會議之時間)共花去_____小時。
4. The costs of the mediator (including the costs of administration, perusal and individual meeting incurred in pre-mediation session(s) and venue, but excluding the lawyers' attendance fees) are \$_____.
調解員的費用(包括調解前所須之行政、閱讀文件和個別約見費用及調解場地之租用費, 但不包括律師出席調解會議費)為\$_____。
5. a. Has the Plaintiff's lawyer attended the mediation session(s)?
原告人代表律師有沒有出席調解會議?
☐ Yes / 有 ☐ No / 沒有
b. Has the Defendant's lawyer attended the mediation session(s)?
被告人代表律師有沒有出席調解會議?
☐ Yes / 有 ☐ No / 沒有
c. The costs of Plaintiff's lawyer incurred in mediation sessions (if any): \$_____. (Optional)
原告人代表律師於調解會議中所須之法律費用(如有): \$_____. (自願提供)
d. The costs of Defendant's lawyer incurred in mediation sessions (if any): \$_____. (Optional)
被告人代表律師於調解會議中所須之法律費用(如有): \$_____. (自願提供)
6. a. Date of Appointing Mediator / 委任調解員的日期: _____
b. Date of Completion of Mediation / 調解會議結束日期: _____
c. Name of Mediator (optional) / 調解員的姓名(自願提供): _____
7. Stage at which mediation ends: / 完成調解的階段:
☐ Before commencement of proceedings / 於訴訟展開前
☐ Stage 1: From date of writ to date of 1st CMC / 第一階段: 由傳訊令狀發出日至第一次案件管理會議日
☐ Stage 2: From the date after 1st CMC to date of 1st PTR / 第二階段: 由第一次案件管理會議日之後至第一次審訊前的覆核日
☐ Stage 3: After the date of 1st PTR / 第三階段: 第一次審訊前的覆核日之後
☐ At the Appeal Stage (e.g. after trial, please indicate the no. of the Lower Court Case if applicable _____) /
上訴階段(例如: 審訊後, 請註明下級法院案件編號[如適用] _____)

Date / 日期:

(signed) 簽署
Solicitors for Plaintiff / Plaintiff
原告人代表律師 / 原告人

(signed) 簽署
Solicitors for Defendant / Defendant
被告人代表律師 / 被告人

Note: Parties' legal representatives are required to submit the mediation results as per this prescribed form.

Not applicable to Litigant-in-person

註: 訴訟各方之代表律師須採用本指定表格呈交有關調解的結果。

不適用於無律師代表訴訟人士

Version as at 2/1/2015