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Covid-19 Requirements and Declaration for In-Person Mediation

Requirements

1 The parties/counsel, and not the mediator, shall arrange and pay for a safe venue with at least all of the following characteristics and COVID-19 safety precautions:

- 1.1 Large enough venue to allow social distancing;
- 1.2 Adequate ventilation in rooms for safe air exchange;
- 1.3 Frequently cleaned/sanitized surfaces that people regularly touch within the venue, including but not limited to meeting rooms and restrooms that are open and available to mediation attendees;
- 1.4 Cleaning and sanitizing stations for attendees in each room;
- 1.5 Masks are required for all participants and, for participants who do not have them, masks are available onsite for their use;
- 1.6 Separate breakout rooms for each side with their counsel and the mediator so that each group can meet privately and maintain social distancing.

2 Attendance in each breakout room will be limited to not more than one attorney for each side and one or two individuals (who are the disputants or disputant representatives), depending on room size, and the mediator, to allow for sufficient social distancing.

3 Participants will provide their own, safely-obtained, food and drink and not share the same with others.

4 Each participant will be required to complete and submit to the mediator, not later than one day before the scheduled mediation, the following declaration and supporting documentation, without which the mediation session cannot proceed. To the extent that noncompliance causes cancellation or a continuance of the session, the cancellation/continuance charge set forth in the retainer agreement for this matter will apply.

COVID-19 Declaration for In-Person Mediation

I, \_\_\_\_\_ [print name], declare under penalty of perjury that all of the following statements are true:

1 I have been fully vaccinated and two weeks or more has passed since the last required vaccination shot and I will provide to the mediator, along with this declaration, a hard copy of my completed CDC COVID-19 Vaccination Record Card or similar proof of full vaccination OR if not yet fully vaccinated as of the date of this declaration I will provide to the mediator, along with this declaration, proof of a negative COVID-19 test within 72 hours before the scheduled mediation session.

2 To the best of my knowledge, I am not experiencing symptoms related to COVID-19 as of the date of this declaration.

3 To the best of my knowledge, I have not been exposed to someone who has tested positive for or shown any symptoms of COVID-19 within the two weeks preceding the date of this declaration.

4 If I do not feel well on the day of the mediation session, have an elevated body temperature, or think I have COVID-19 symptoms, I will not attend the in-person mediation session and will give notice accordingly to the mediator. To the extent that this causes cancellation or a continuance of the session, I agree to be responsible for and pay the cancellation/continuance charge set forth in the retainer agreement for this matter.

5 I will wear a mask covering nose and mouth at all times during the mediation session and I will wash my hands regularly and frequently for my own safety and the safety of others.

6 I will provide my own food and drink for myself during the mediation session and will not share the same with others.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature)