



Dispute Mediation Service, Inc.

4144 North Central Expressway, Suite 1010 Dallas Texas 75204  
214 754-0022/Fax 214 754-0378 www.dms-adr.org

### DMS Intake Form - Family Cases

**Dallas County Cases \$100 Scheduling Fee/Out of County Cases \$150 Scheduling Fee**

Date \_\_\_\_\_

DMS File # \_\_\_\_\_

**Directions:** Complete ALL applicable information below. Please print clearly or type.

Cause# \_\_\_\_\_ Judge/AJ \_\_\_\_\_  
Style \_\_\_\_\_ Court-Ordered \_\_\_\_\_ By Agreement \_\_\_\_\_

Pending Divorce \_\_\_\_\_ Modification \_\_\_\_\_ Never Married: \_\_\_\_\_

Children	Birth Date
_____	_____
_____	_____
_____	_____
_____	_____

**Note:**  
If AG, CPS, Ad Litem, or others are involved in this case it is **your responsibility** to provide DMS with the names, addresses and phone numbers for each party. (Please use additional paper if needed). Please send summary of case.

**IP (Petitioner):**  
 Relationship to child \_\_\_\_\_  
 Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 Phone (H) \_\_\_\_\_  
 (W) \_\_\_\_\_  
 Annual Income \_\_\_\_\_  
 If married, combined liquid assets of the marriage \$ \_\_\_\_\_

**RP (Respondent):**  
 Relationship to child \_\_\_\_\_  
 Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 Phone (H) \_\_\_\_\_  
 (W) \_\_\_\_\_  
 Annual Income \_\_\_\_\_

**IP Attorney(Office Contact \_\_\_\_\_)**  
 Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 Phone (H) \_\_\_\_\_  
 (W) \_\_\_\_\_  
 (F) \_\_\_\_\_  
 email \_\_\_\_\_

**RP Attorney: (Office Contact \_\_\_\_\_)**  
 Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 Phone (O) \_\_\_\_\_  
 (W) \_\_\_\_\_  
 (F) \_\_\_\_\_  
 email \_\_\_\_\_

**\*Is a bilingual mediator necessary?** Yes \_\_\_\_\_ No \_\_\_\_\_  
(DMS will try to honor your request)

**\*Is a bilingual mediator necessary?** Yes \_\_\_\_\_ No \_\_\_\_\_  
(DMS will try to honor your request)

Attorney will attend \_\_\_\_\_ Yes \_\_\_\_\_ No

Attorney will attend \_\_\_\_\_ Yes \_\_\_\_\_ No

**RETURN TO:DMS VIA FAX 214 754-0378 ABOVE MAILING ADDRESS or info@dms-adr.org**