



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 File # _____

DMS Intake Form - Cases In Litigation

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

CASES SHOULD MEET THE FOLLOWING FINANCIAL GUIDELINES:

The amount in dispute is less than \$50,000. In family cases this means \$50,000 or less in combined family income and \$50,000.

Directions: Complete ALL applicable information below. Please print clearly or type. Fax or mail along with summary of case.

Court _____

Cause# _____

Judge/Master _____

Type of Case _____

Plaintiff:

Attorney/Representative:

Name _____

Name _____

Address _____

Address _____

Phone (H) _____

Phone (O) _____

(W) _____

(F) _____

(Email) _____

(Email) _____

Defendant:

Attorney/Representative:

Name _____

Name _____

Address _____

Address _____

Phone (H) _____

Phone (O) _____

(W) _____

(W) _____

(Email) _____

(Email) _____

Complete another form for additional plaintiff/defendant/attorney names and addresses and information.