**APPENDIX D**

**-DO NOT FILE WITH THE COURT-**

Debtor: _____ _____ . Case No. _____

Plaintiff: _____ _____ . Adversary Proceeding No. _____

Defendant: _____ .

CASE SUMMARY FOR MEDIATOR

1. State your individual name and street address. Also state the name of the party that you represent if you are completing this Case Summary as counsel to a party:

2. State the status of the case, the nature of any orders entered, and what discovery, if any, remains to be completed:

3. Describe in detail your claim or defenses, the facts on which they are based, giving relevant dates, and the legal authorities on which you rely. Include citation to any provisions of the Bankruptcy Code on which you rely and explain how they relate to your claim or defense. If necessary, please use an attachment for your answer.

4. State the name, street address and telephone number of each person who has material knowledge of facts relating to this controversy and specify his/her area of knowledge or expertise. If necessary, please use an attachment for your answer.

5. Describe each key document that relates to the issues and facts. You are encouraged to attach a copy of each such document. For each key document that you have described but not attached, state the name, street address and telephone number of each person who has the original document. If necessary, please use an attachment for your answer.

6. Describe each additional item of physical evidence, if any, that relates to the issues and facts, give its location and state the name, street address and telephone number of each person who has it. If necessary, please use an attachment for your answer.

7. State the name and street address of each insurance company, guarantor, bonding agency or co-obligor who is claimed by you to be responsible in whole or in part for the damages claimed against you. If necessary, please use an attachment for your answer.

8. Describe the factual basis and legal authority for any other matters that you believe will bear on the amount of any recovery or which will operate to bar or diminish any recovery. If necessary, please use an attachment for your answer.

9. If any portion of your claim or defense is based on an agreement that is not in writing, state the terms and the dates of such oral agreements. If necessary, please use an attachment for your answer.

10. Describe each item of recovery, damage or cost that you claim, and for each such item state the amount and show how it is computed. If necessary, please use an attachment for your answer.

_____

Signature of party or counsel