

**SINGAPORE MEDIATION CENTRE
MEDIATION PROCEDURE RULES**

1 April 2022

SINGAPORE MEDIATION CENTRE

[Case No.]

AGREEMENT TO MEDIATE

THIS AGREEMENT TO MEDIATE is made between:

- (1) Singapore Mediation Centre of Level 1, 1 Supreme Court Lane, (“**SMC**”)
Singapore 178879
- (2) _____ of _____ (“**Party A**”)
- (3) _____ of _____ (“**Party B**”)
- (4) _____ of _____ (“**Mediator**”)

WHEREAS

- A. Party A and Party B (“**Parties**”) have requested for mediation services under the Singapore Mediation Centre (“**SMC**”) Mediation Procedure Rules to assist them to resolve the dispute(s) between them.
- B. The Parties agree to attempt, in good faith, to resolve their dispute(s) by mediation.
- C. SMC and the Mediator agree to provide mediation services to assist the Parties in resolving the dispute(s) between the Parties by mediation.

IT IS AGREED as follows:

1. Agreement to Abide by any Settlement

- 1.1 The Parties agree to abide by and give effect to the terms of any settlement reached between them as a result of the mediation.

2. Terms and Process of Mediation

- 2.1 The Parties agree:
 - a. to abide by SMC's prevailing Mediation Procedure Rules which shall apply to and govern this mediation;
 - b. that the mediation process will involve SMC, the Parties, the representatives and/or advisors (if any) of the Parties, and the Mediator; and
 - c. to give regard to the Mediation Act 2017.

3. Authorisation of Representatives

3.1 The following persons are authorised to represent Party A and Party B respectively in the mediation and settlement of disputes:

| Party | Name of Representative | NRIC/Passport No. of Representative |
|-----------|------------------------|-------------------------------------|
| [Party A] | | |
| | | |

| Party | Name of Representative | NRIC/Passport No. of Representative |
|-----------|------------------------|-------------------------------------|
| [Party B] | | |
| | | |

4. Counterparts

4.1 This Agreement to Mediate may be signed by the Parties, SMC and the Mediator in any number of counterparts, all of which taken together and when delivered to one another, including by scanned electronic copies, shall constitute one and the same document.

Dated: [Day][Month][Year]

Signed by:

Witness:

FOR AND ON BEHALF OF [PARTY A]

Name and Designation

Name:
Designation:
NRIC number:

Signed by:

Witness:

FOR AND ON BEHALF OF [PARTY B]

Name and Designation

Name:
Designation:
NRIC number:

Signed by:

Signed by:

[MEDIATOR]

Mediator

for and on behalf of Singapore Mediation Centre