

**SINGAPORE MEDIATION CENTRE  
MEDIATION PROCEDURE RULES**

1 October 2021

**SINGAPORE MEDIATION CENTRE**

[Case No.]

**AGREEMENT TO MEDIATE**

**THIS AGREEMENT TO MEDIATE** is made between:

- (1) Singapore Mediation Centre of Level 4, 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 Supplementary Rules for Disputes under the Code of Conduct for Leasing of Retail Premises in Singapore, read with the prevailing Mediation Procedure Rules 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 the Supplementary Rules for Disputes under the Code of Conduct for Leasing of Retail Premises in Singapore, read with the 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 (No. 1 of 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

**SABIHA SHIRAZ**

DEPUTY EXECUTIVE DIRECTOR

for and on behalf of Singapore Mediation Centre