

OFFICE USE ONLY
Mediation Number:

Form 2 Summary of Mediation

F332 v2

This is an approved form authorised by the Queensland Rural and Industry Development Authority (QRIDA) pursuant to section 90 of the *Farm Business Debt Mediation Act 2017* (Qld) (the Act).

**This document must be prepared by the mediator and signed by the farmer and the mortgagee.
A copy of this document must be given to each party within ten business days after the mediation has ended.
Mediator to provide a copy of the Summary of Mediation and any Heads of Agreement (if applicable) to QRIDA.**

In the matter of:

(the mortgagee)

and

(the farmer)

Refer description of mediation per the Enforcement Action Notice S14

Pre-Mediation

Date of pre-mediation: _____ / _____ / _____

Was a preliminary conference held either face to face or by teleconference?

Yes No

Did the principal negotiator for the mortgagee participate?

Yes No N/A

Did the farmer participate?

Yes No N/A

Did a legal/financial representative for the farmer participate?

Yes No N/A

What was discussed/clarified at the preliminary conference:

Authority of representatives to enter a Heads Of Agreement?

Yes No

Mediator's role including drafting of any agreement reached?

Yes No

Mediation principles, process and timings?

Yes No

Document/ information provision?

Yes No

Clarified issues of complaint about mortgagee or farmer conduct?

Yes No

Confidentiality of the mediation session?

Yes No

Other including "satisfactory mediation" and "good faith"?

Yes No

Date mediation agreed - as per Notice S16 _____ / _____ / _____

Mediation outcome

Date of mediation: _____ / _____ / _____

Did parties reach agreement at the mediation?

Yes No

Was this agreement in writing and executed by the parties?

Yes No

To your knowledge, did a document/information exchange occur sufficiently prior to mediation to enable relevant settlement options to be considered?

Yes No

Did all parties attend the mediation session?

Yes No

If any party was absent, which party?

Farmer Mortgagee

Did the absence of this party prevent the mediation from proceeding?

Yes No



Did the parties arrive within 30 minutes of the scheduled commencement?

Yes No

Were issues discussed by the parties?

Yes No

Were options canvassed by the parties?

Yes No

Non-settlement

Did the parties agree that nothing further could be gained by continuing mediation?

Yes No

Did one party discontinue mediation, at a time when the other party wanted to continue?

Yes No

If yes, which party discontinued mediation?

Farmer Mortgagee

If no settlement was reached, what needed to happen in order for settlement to have occurred?

Mediator feedback

In the mediator's opinion, did the parties participate in mediation in good faith?

Yes No

(If no, mediator's reasons for the opinion)

Do you, as mediator, want to make any further comment?

Yes No

Mediator's name _____

Signature _____ Date: ____ / ____ / ____

Mortgagee's name _____

Signature _____ Date: ____ / ____ / ____

Farmer/s Name/s _____

Signature _____ Date: ____ / ____ / ____