

CLIENT RECORD FORM

PLEASE COMPLETE AND RETURN THIS FORM BEFORE WE MEET. We will keep your telephone numbers and address confidential from the other person participating in mediation if you wish us to do so – **please indicate if you wish us to keep these details confidential.**

Name:				
Surname at birth:				
Date of Birth & Age:				
Address:			Confidential: Yes No	
Post Code:				
Home Telephone:			Confidential: Yes No	
Work Telephone:			Confidential: Yes No	
Mobile Telephone:			Confidential: Yes No	
Email address:			Confidential: Yes No	
Your Occupation:				
National Insurance No.:				
In relation to the person involved in the matter please indicate with a X the nature of your relationship:	Married:		Date	
	Lived together:		Date	
	Other e.g. never lived together:		Please specify	
Date of separation:				
Divorce Proceedings issued if applicable:	Yes	No	N/A	Date
How did you hear about Compass Mediation?	Solicitor Internet Personal Recommendation Other (please specify):			

Have you got a Solicitor? If yes, please provide details:	Name: Company & location:
What is your former partner's name? What is their mobile tel number ? What is their email address ? What is their address? Are they aware you have contacted a mediator?	

CHILDREN - Please provide information about the children of this relationship and / or any other children you have.

Please tick the box if you do not have parental responsibility: ☐

Name	Date of Birth	With whom does the child live	Special needs:

The Legal Aid Agency requires us to ask you for the following information in order to assist them in the provision of Mediation services. We would therefore be grateful if you would mark the ethnic group to which you belong by Ticking the box below. If you would prefer NOT to provide the following information please tick the box

☐

Ethnic Origin	Tick	Ethnic Origin	Tick
Other		Chinese	
White British		Mixed White and Black Caribbean	
White Irish		Mixed White and Black African	
Black or Black British African		Mixed White and Asian	
Black or Black British Caribbean		Mixed other	
Black or Black British Other		White other	
Asian or Asian British Indian		Asian or Asian British other	
Asian or Asian British Pakistani		Unknown	
Asian or Asian British Bangladeshi		Other	
Do you have a disability:	Yes No		