

SUPREME COURT OF THE STATE OF NEW YORK,  
COUNTY OF NEW YORK

PRESENT: HON. \_\_\_\_\_  
*Justice/Referee*

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Plaintiff, Part: \_\_\_\_\_  
Index No.: \_\_\_\_\_  
-against- ORDER OF REFERENCE TO  
MATRIMONIAL NEUTRAL  
Defendant. EVALUATION PROGRAM

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1. On consent of the parties, the following issues are hereby referred to the Neutral Evaluation Program and shall be conducted in accordance with the Program’s [Statement of Procedures](#). Issue(s) to be addressed at Neutral Evaluation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. Counsel for the parties shall complete this form and, once it has been so-ordered, the court shall send it to the ADR office by e-mail at [ADR-1JD@nycourts.gov](mailto:ADR-1JD@nycourts.gov), subject line: MNEP.
3. The Program Coordinator shall forward to counsel for the parties a Notice of Confirmation with a list of three Neutral Evaluators, from which counsel shall select one in accordance with the Program’s [Statement of Procedures](#). The parties shall appear at the initial session within 45 days of receiving the Notice of Confirmation.
4. At least five business days before the neutral evaluation session, counsel shall simultaneously exchange and submit to the Neutral Evaluator a concise, two-page summary of the issue presented, relevant facts and applicable law, if any. Counsel shall also submit (and exchange if not yet exchanged) a copy of his/her client’s sworn statement of net worth.

5. The parties and their counsel agree that they shall comply with the Program's [Statement of Procedures](#), including the provisions regarding confidentiality and immunity. Parties and/or counsel further understand and agree that no attorney-client relationship exists between the Neutral Evaluator and the parties, and that the Neutral Evaluator may not provide legal advice to the parties.

6. The attorneys for the parties herein are as follows:

For Plaintiff: _____	For Defendant: _____
Address: _____	Address: _____
Phone: _____	Phone: _____
Email: _____	Email: _____

For Child: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

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7. The parties shall appear for a status conference before the court on \_\_\_\_\_  
at \_\_\_\_\_.

\_\_\_\_\_  
Signature of Plaintiff

\_\_\_\_\_  
Signature of Defendant

\_\_\_\_\_  
Signature of Counsel for Plaintiff

\_\_\_\_\_  
Signature of Counsel for Defendant

Dated: \_\_\_\_\_

New York, New York

SO ORDERED:

\_\_\_\_\_  
J.S.C. or Court Attorney-Referee