

Court file no. _____

**Ontario
SUPERIOR COURT OF JUSTICE**

BETWEEN:

Plaintiff(s)

- and -

Defendant(s)

- and -

Third Parties (if any)

MINUTES OF SETTLEMENT REACHED AT MEDIATION

The parties personally and/or by their solicitors, agree to settle the within action (and any crossclaim or and counterclaim, if applicable) upon the following terms:

1. The _____ shall pay to the _____ the all-inclusive sum of \$ _____ (herein "the settlement amount"), inclusive of all claims in this action, legal costs, disbursements and interest.

Breakdown of damages (if applicable):

- (a) _____
- (b) _____
- (c) _____
- (d) _____

2. The settlement amount shall be paid (check applicable):
 - () upon receipt of the executed Release as set out in paragraph 4 below;
 - () not later than _____;
 - () in accordance with or by a method described in paragraph 7 below, or set out in a Schedule attached to this Agreement.

3. All or part of the settlement amount may be made payable to the Plaintiff's solicitor _____ in trust, and for so doing this shall provide full and sufficient authority.

4. The _____ shall execute a full and final Release in a form to be approved by counsel.

5. The within action (and/or counterclaims and/or crossclaims) shall be discontinued or dismissed without costs. If dismissed, the Order will be paid for and taken out by _____.

6. The mediator's fees shall be paid by: _____.

7. Other terms (if any):
 - _____
 - _____
 - _____
 - _____
 - _____
 - _____

Dated at _____ on _____.

Plaintiff

Witness

Plaintiff

Witness

Defendant

Witness

Defendant

Witness