



**SUPERIOR COURT OF CALIFORNIA
COUNTY OF CONTRA COSTA**

Alternative Dispute Resolution Programs Office • P.O. Box 911 • Martinez, CA 94553
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Information for Evaluators

Court-connected, civil, neutral case evaluation services in Contra Costa County Superior Court are governed by Local Court Rules (online at: www.cc-courts.org/rules).

- Parties must prepare statements for the evaluator Local Rule 3.204 (g)**
Statements should not be more than five pages long, and must be exchanged among all parties and the evaluator at least 5 court days before evaluation.
- Attendance at evaluation Local Rule 3.204 (e)**
Unless excused by the assigned judge, ALL parties must attend the neutral case evaluation conference.
- Neutral Case Evaluation confidentiality Local Rule 3.204 (f)**
The parties will need to reach agreement regarding the admissibility, in possible subsequent court proceedings, of any statements made or evidence entered, during the evaluation process.
- Discovery is NOT suspended during any part of the evaluation process.**
However, evaluators may help parties identify options for: streamlining discovery; filing motions (e.g., summary judgment); or handling other pretrial proceedings.
- Converting neutral case evaluation to mediation.**
If the parties chose to engage in negotiation with the evaluator serving as a mediator the court must be notified. The parties are at liberty to negotiate and come to agreement at any time and should notify the court if a settlement is reached.

When Evaluation Ends:

1. Provide the parties with a written evaluation outcome. If the case settles, **they** must notify the court and cancel unnecessary proceedings.
2. Complete, email or fax the Evaluators Report to the ADR office at adrweb@contracosta.courts.ca.gov or (925) 608-2109.

Please note: The Contra Costa Court ADR Program must report ADR related case activity and outcomes to the court and to the Judicial Council. Please help us in this effort by returning your completed evaluation report on time.