

DOCUMENT 3

**REQUEST FROM CLUB TO GYMNASTICS IRELAND CDO
TO PROCEED WITH FORMAL MEDIATION**

Dear Sir/Madam,

Following consideration of a compliant received under the Gymnastics Ireland Complaints & Discipline Rules I wish to advise that I am referring the matter for formal mediation.

I can confirm that the following steps under Procedure 4.1 have been completed;

(i) Informal dispute resolution through the Club CDO. YES NO

1. (i) Parties Involved

(ii) Brief summary of the complaint (including written report on the informal dispute resolution conducted at club level)

(N.B. Please ensure that the complaint file and club fee of €250 is included before formal mediation can proceed).

- Under Gymnastics Ireland Complaints Disciplinary Procedures 4.3, the mediation shall be conducted under the then current mediation procedures of Just Sport Ireland (JSI) mediation and shall precede any such Complaint being heard before a Hearings Committee of Gymnastics Ireland or in JSI arbitration.
- The GI CDO shall appoint a JSI mediator to attempt to resolve the Complaint between the parties.
- The costs and expenses of the mediation shall be underwritten by Gymnastics Ireland. Such costs and expenses do not include either party's professional advisors, who are specifically excluded from participating in the mediation session or the fee required if a club is elevating the complaint to national level for mediation.

Signed CDO:

Date:

Capitals:

Club: