

CIRCUIT COURT

RULE TO SHOW CAUSE

Lawyer's name and address

RE:

Dear:

According to court records, you have not submitted the Proof of ADR or Exemption form required by the Standing Order for Alternative Dispute Resolution. We are now required to issue a Rule to Show Cause why sanctions should not be imposed in this case.

Please contact me immediately at _____ or fax me at _____, if my records are incorrect.

Sincerely,

ADR Coordinator

Letter to: Opposing Counsel