



# Tennessee Supreme Court

ALTERNATIVE DISPUTE RESOLUTION COMMISSION  
Nashville City Center, Suite 600  
511 Union Street  
Nashville, TN 37219  
615-741-2687 Fax 615-741-6285

**Chairperson**

Edward P. Silva, Esq.  
Hartzog & Silva  
123 5th Avenue North  
Franklin, TN 37064  
615-790-1500  
esilva@hartzogsilva.com

**Programs Manager**

Patricia Mills, Esq.

**Programs Assistant**

Caitlin E. Vasser

**Commission Members**

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Frank S. Cantrell, Esq.  
Leslie M. Gattas, Esq.  
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Edward P. Silva, Esq.  
Virginia Lee Story, Esq.  
I.C. (Jack) Waddey, Jr., Esq.  
Mary Ann Zaha

**Supreme Court Liaison**

Hon. Sharon G. Lee

## MEMORANDUM

**TO:** Rule 31 Trainers with Approved Curriculum  
**FROM:** Patricia Mills, Programs Manager  
**DATE:** September 14, 2017  
**RE:** Course Approvals for year 2018

All courses that were approved for the year 2017 will be approved for the year 2018 so long as the course curriculum remains substantively the same. All approval requests must be made in writing. If you wish for your course(s) to continue as an approved course(s) for Rule 31 training in 2018, please complete this memorandum and return it to me no later than December 29, 2017. If I do not receive this form by December 29, 2017, your training course(s) will not be approved for 2018. Further, I am requesting some statistical information regarding your trainings offered throughout 2017.

Please indicate the type and frequency of training courses offered throughout 2017 and the number of attendees at each training:

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**Trainer Name and Address:**

**Name of ADRC Approved Course(s):**

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***I affirm that the course curriculum for the above listed course(s) will remain substantively the same per the application materials provided to the ADR Commission for course approval in 2017 and request that these courses continue as approved courses for 2018.***

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date