

# Resolve Your Debt/Money Due Case From Your Phone or Computer Without Having to Go to the Courthouse

## Complaint

Is filed in court against another person or business.



## Summons

The person or business named in the Complaint as owing money is served with a court summons.



## Answer

After receiving the Summons, the person or business named in the Complaint responds to the Complaint by filing an Answer within 20 days for Magistrate/Metropolitan Courts, or within 30 days for District Courts.



## Online Dispute Resolution Begins!

Now that all parties are involved in the court case, an email is sent to the person or business who filed the original Complaint.



## Email Sent to Person or Business Who Filed Complaint

He/She clicks on the email link and then answers questions online about the money owed. This takes about 5-10 minutes.



## Email Sent to Person or Business Named in Complaint

He/She clicks on the email link, reviews the information and answers questions online to provide a response. This takes about 5-10 minutes.



***Both parties must check their inbox, spam, and junk mailboxes for an email from: [no-reply@newmexicocourtsdmd.modria.com](mailto:no-reply@newmexicocourtsdmd.modria.com)***



## Need Help Reaching an Agreement? Request a Mediator At No Charge

Either party can request help from an online mediator during the first 14 days of the online dispute resolution process.



### Agreement Reached

If an agreement is reached, (with or without a mediator), a Settlement Agreement will be automatically filed with the court.

### Agreement Not Reached

If an agreement is **not** reached, (with or without a mediator), a Non-Settlement Agreement is automatically filed with the court and the court will contact you regarding your next steps.

Complaint and Answer Forms are available at the court, or at [www.nmcourts.gov](http://www.nmcourts.gov)

Get help and information at 833-803-5492 or <https://adr.nmcourts.gov>