



**DEMAND FOR ARBITRATION**  
*before ADR Services, Inc.*

**(CLAIMANT):**

<b>Representative/Attorney (if known)</b>	<b>Representative/Attorney (if known)</b>
Name: Law Firm: Address:   Telephone: Facsimile: Email:	Name: Law Firm: Address:   Telephone: Facsimile: Email:

**(RESPONDENT):**

<b>Representative/Attorney (if known)</b>	<b>Representative/Attorney (if known)</b>
Name: Law Firm: Address:   Telephone: Facsimile: Email:	Name: Law Firm: Address:   Telephone: Facsimile: Email:

**NATURE OF DISPUTE:** Claimant hereby demands that you submit the following dispute to arbitration.

(attach additional pages if necessary)

**ARBITRATION AGREEMENT:** This demand is made pursuant to the arbitration agreement you made on the instrument described as:

(please attach a copy of the contract/arbitration agreement)

**MEDIATION:** If mediation in advance of the arbitration is desired, or required, please check here and ADR Services, Inc. will assist the parties in coordinating a mediation proceeding first:

<b>APPLICABLE ARBITRATION RULES:</b>	<input type="checkbox"/> ADR Services, Inc. <input type="checkbox"/> AAA <input type="checkbox"/> FAA <input type="checkbox"/> CCP <input type="checkbox"/> JAMS <input type="checkbox"/> Other _____
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**STATEMENT OF CLAIMS AND RELIEF SOUGHT (describe):**

(attach additional pages if necessary)

Claimant's Name:	<b>Demand for Arbitration before ADR Services, Inc.</b>
Respondent's Name:	

**OTHER RELIEF SOUGHT:**

<input type="checkbox"/> Attorney Fees	<input type="checkbox"/> Interest
<input type="checkbox"/> Arbitration Fees	<input type="checkbox"/> Punitive / Exemplary
<input type="checkbox"/> Other:	

**NOTICE TO RESPONDENT(S):** You may file a response and counter-claim to the claims asserted in this demand. Send the original of the response and counter-claim to the Claimant at the address stated above, with copies to the ADR Services, Inc. office checked below. If you object to the locale selected or to ADR Services, Inc. administering the matter, please notify the ADR Services, Inc. office immediately.

**CLAIMANT'S SIGNATURE** (may be signed by an attorney):

Signature	Date
Print Name	Title (if Claimant is a company)

**DIRECTIONS FOR SUBMITTING DEMAND FOR ARBITRATION**

- 1. Serve the Demand:** Please serve a copy of the Demand for Arbitration, pre-dispute Arbitration Agreement, and any additional claim documents to opposing counsel (or the opposing party if not or not yet represented by counsel).
- 2. Payment of Fee:** Please include a check payable to ADR Services, Inc. for the required, **non-refundable \$450 Initial Filing Fee** and submit to the applicable ADR Services, Inc. office along with your Demand for Arbitration.
- 3. Submission:** Please submit a hard copy of the Demand for Arbitration, pre-dispute Arbitration Agreement, and any additional claim documents to the appropriate ADR Services, Inc. office:

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> <b>Century City/West Los Angeles</b><br>1900 Avenue of the Stars, Suite 200<br>Los Angeles, California 90067<br>Tel: (310) 201-0010<br><a href="mailto:Haward@adrservices.com">Haward@adrservices.com</a> | <input type="checkbox"/> <b>Downtown Los Angeles</b><br>915 Wilshire Boulevard<br>Suite 1900<br>Los Angeles, California 90017<br>Tel: (213) 683-1600<br><a href="mailto:Haward@adrservices.com">Haward@adrservices.com</a>              | <input type="checkbox"/> <b>San Francisco/Northern California</b><br>100 First Street, 27 <sup>th</sup> Floor<br>San Francisco, California 94105<br>Tel: (415) 772-0900<br><a href="mailto:Joanna@adrservices.com">Joanna@adrservices.com</a> |
| <input type="checkbox"/> <b>Orange County</b><br>19000 MacArthur Boulevard<br>Suite 550<br>Irvine, California 92612<br>Tel: (949) 863-9800<br><a href="mailto:Megan@adrservices.com">Megan@adrservices.com</a>                     | <input type="checkbox"/> <b>San Diego</b><br>225 Broadway, Suite 1400<br>San Diego, California 92101<br>Tel: (619) 233-1323<br><a href="mailto:Kelsey@adrservices.com">Kelsey@adrservices.com</a>                                       | <input type="checkbox"/> <b>San Jose/Northern California</b><br>100 First Street, 27 <sup>th</sup> Floor<br>San Francisco, California 94105<br>Tel: (415) 772-0900<br><a href="mailto:Joanna@adrservices.com">Joanna@adrservices.com</a>      |
|  | <input type="checkbox"/> <b>Oakland/Northern California</b><br>100 First Street, 27 <sup>th</sup> Floor<br>San Francisco, California 94105<br>Tel: (415) 772-0900<br><a href="mailto:Joanna@adrservices.com">Joanna@adrservices.com</a> |   |

If you have any questions regarding the Demand for Arbitration or procedures regarding the Binding Arbitration, please feel free to visit our website at [www.adrservices.com](http://www.adrservices.com) or contact the filing office above and ask for the "Arbitration Coordinator".