



DEMAND FOR ARBITRATION
before ADR Services, Inc.

(CLAIMANT):

| Representative/Attorney (if known) | Representative/Attorney (if known) |
|--|--|
| Name: Law Firm: Address: Telephone: Facsimile: Email: | Name: Law Firm: Address: Telephone: Facsimile: Email: |

(RESPONDENT):

| Representative/Attorney (if known) | Representative/Attorney (if known) |
|--|--|
| 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:

**APPLICABLE
ARBITRATION RULES:**

- ADR Services, Inc. AAA FAA
 CCP JAMS Other _____

STATEMENT OF CLAIMS AND RELIEF SOUGHT (describe):

(attach additional pages if necessary)

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

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 or contact the filing office above and ask for the "Arbitration Coordinator".