



**DEMAND FOR ARBITRATION**

[Date]

**[Case Name]**

**[ARC Case No. \_\_\_\_]**

**NOTICE TO RESPONDENT(S):** You are hereby notified that the Claimant(s) named below filed this Demand for Arbitration with Alternative Resolution Centers (“ARC”) for arbitration of claims against you. This matter shall proceed under ARC’s Arbitration Rules, which are available online at [www.arc4adr.com](http://www.arc4adr.com). In accordance with these Rules, you have twenty-one (21) calendar days after service of this demand in which you may file and serve on all parties an answering statement that sets forth your denials, affirmative defenses and any counterclaims.

**RESPONDENT:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Represented by (if applicable):**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**CLAIMANT:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Represented by (if applicable):**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**BASIS FOR DEMAND:**

This demand for arbitration is made pursuant to the attached contract.

Page and paragraph: \_\_\_\_\_

**BRIEF SUMMARY OF DISPUTE:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**AMOUNT OF CLAIMS:**

\$ \_\_\_\_\_

**ADDITIONAL RELIEF SOUGHT:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**LEGAL/FACTUAL BASIS FOR RELIEF:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of Claimant or Claimant's Representative