



Complete and file this form to start arbitration under an arbitration agreement in a consumer contract.

Consumer

Name of Consumer:

Address:

City:

State:

Zip Code:

Telephone:

Email Address:

Representative's Name (if known):

Firm (if applicable):

Representative's Address:

City:

State:

Zip Code:

Telephone:

Email Address:

Business

Name of Business:

Address:

City:

State:

Zip Code:

Telephone:

Email Address:

Representative's Name (if known):

Firm (if applicable):

Representative's Address:

City:

State:

Zip Code:

Telephone:

Email Address:

Which party is filing this arbitration case? (check one) Consumer Business

Mediation: If you would like the AAA to contact the other parties to attempt to arrange mediation, please check this box.

Amount of Claim: \$

Other Relief Sought: Attorney's Fees Interest Arbitration Costs Other; explain:

Briefly explain the dispute and each claim. You may attach additional pages if necessary:



Please describe the qualifications you would like the arbitrator(s) to have:

Type of process being requested: Documents-Only Procedures Evidentiary Hearing

If you are requesting an Evidentiary Hearing, how would you like it to take place (check one):

Virtually (online) In-Person — Locale (Location): City State

Filing Fee to be paid if filed by the Consumer: \$225 (unless the parties' arbitration agreement states that consumers will pay a lesser amount).

Filing Fee to be paid if filed by the Business: \$600 single arbitrator \$725 three-arbitrator panel

Signature (may be signed by a representative):

Date:

Notice: To begin the arbitration process, you must provide the AAA a copy of this completed form as well as:

- A clear, legible copy of the contract containing the parties' agreement to arbitrate disputes (Please note: Parties located in California or New Jersey must submit to AAA the entire contract that contains the agreement to arbitrate);
- The proper filing fee (filing fee information is noted above and in the Costs of Arbitration section of the Consumer Arbitration Fee Schedule, which can be found at www.adr.org); and
- A copy of the court order, if arbitration is court-ordered.

Also send a copy of the completed form and any attachments to all parties and retain a copy of the form for your records.

To file online, visit www.adr.org and click on File a Case and follow directions. To avoid the creation of duplicate filings, please submit the filing documents and payment at the same time. When filing electronically, no hard copies are required.

To file by mail, send the initial filing documents and the filing fee to: American Arbitration Association, Case Filing Services, 120 Broadway, Floor 21 - Intake, New York, NY 10271.

Pursuant to Section 1284.3 of the California Code of Civil Procedure, consumers with a gross monthly income of less than 300% of the federal poverty guidelines are entitled to a waiver of arbitration fees and costs, exclusive of arbitrator fees. This law applies to all consumer agreements subject to the California Arbitration Act, and to all consumer arbitrations conducted in California. If you believe that you meet these requirements, you must submit a completed Affidavit for Waiver of Fees, available on our website.

Pursuant to New Jersey Statutes § 2A:23B-1 et seq., consumers with a gross monthly income of less than 300% of the federal poverty guidelines are entitled to a waiver of arbitration fees and costs, exclusive of arbitrator fees. This law applies to all consumer agreements subject to the New Jersey Arbitration Act, and to all consumer arbitrations conducted in New Jersey. If you believe that you meet these requirements, you must submit a completed Affidavit for Waiver of Fees, available on our website.