AFA CASE INFORMATION SHEET

This sheet will be jointly completed by the parties and may not exceed three (3) pages in length.

1. Summary Description of Case (i.e. parties, claims, defenses, arbitration clause) – limited to 3-page attachment

2. Projected Time from Arbitrator Appointment through Award

3. Projected Time for Discovery

4. Number of Arbitrators: 1

5. Number of Hearing Days

6. Hearing Location

7. Anticipated Discovery:
   a. Document Requests
   b. Interrogatories
   c. Depositions
   d. Third Party Subpoenas
   e. Experts
   f. Other

8. Anticipated Motions:
   a. Discovery
   b. Dispositive or Partially Dispositive
   c. Bifurcation
   d. Motions in Limine
   e. Other

9. Form of Award

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1 Case information submitted by the parties is provided solely for purposes of enabling a potential arbitrator to assess the case and submit a fee proposal. It does not bind a party to any position and may not be used or referred to for any purpose other than estimating or calculating arbitrator compensation.
We choose the following Fee Arrangement (select one):

___FIXED FEE OPTION: Fixed fees will be set for each phase of the case: pre-hearing, hearing and post-hearing. The full amount of the fixed fee will be due prior to the start of each phase.

___CAPPED FEE OPTION: Arbitrator will bill hourly based upon an agreed upon rate not to exceed an agreed total amount of fees to complete the case.

Print Name: ___________________________ Signature: ___________________________
              Claimant’s Representative

Print Name: ___________________________ Signature: ___________________________
              Respondent’s Representative