

## **AMERICAN DISPUTE RESOLUTION CENTER, INC. RULES OF EXPEDITED ARBITRATION**

### **HOW EXPEDITED RULES APPLY**

Expedited Rules apply to any arbitration in which the dispute does not exceed \$75,000 (this amount does not include interest, arbitration fees or any other related costs or expenses) unless the parties agree otherwise. Unless agreed to by the parties and the ADR Center, these rules will not apply to any non-monetary claims or any arbitration where more than two parties are involved. The parties may agree to use these rules in cases that exceed \$75,000.

#### **E-1. SUBMISSION OF DOCUMENTS**

In the event that the claim does not exceed \$10,000 the parties shall present their case by the submission of documents in lieu of an oral hearing. The dispute will proceed by the submission of documents unless one of the parties requests an oral hearing or the arbitrator decides that an oral hearing is necessary.

#### **E-2. EXTENSIONS AND CHANGES**

The Case Manager may grant an extension of seven days for the filing of any documents. If a party requires any additional time the extension must be agreed to by all parties or must be granted by the arbitrator. Any party to the arbitration may file, increase or change any claim or counterclaim prior to the appointment of the arbitrator. Once an arbitrator has been appointed it is within the discretion of the arbitrator as to whether any changes or new claims will be accepted.

#### **E-3. ARBITRATOR APPOINTMENT**

The parties will each receive an identical list of arbitrators consisting of five names from the ADR Center's panel of neutrals. The parties may each have one peremptory strike. The parties may also strike off an unlimited number of names for factual for cause reasons however the parties must provide a factual reason in writing. The parties must return their selections to the ADR Center within seven days. If the ADR Center is unable to appoint the arbitrator from the parties' selections, the Case Manager will appoint the arbitrator.

#### **E-4. HEARINGS**

The arbitrator has the authority to set the hearing date which is ordinarily not to exceed one day. If the parties disagree, the arbitrator will set the date, time and place of the

hearing. The arbitrator has the authority to decide the procedures that will be followed. The parties should be prepared to present their evidence to the arbitrator at the hearing. The arbitrator may request additional documentation if he or she feels it is necessary.

**E-5. DOCUMENT CASES**

The arbitrator shall determine the due date for the submission of documents. After receipt of documents by the parties the arbitrator will then determine if any additional submissions will be necessary in order for him to render an Award. If he determines that no additional information is needed he will declare the hearings closed.

**E-6. AWARD**

The arbitrator shall render the Award within 15 days from the closing of the hearings unless otherwise agreed to by the parties.