NOTICE OF HEARING
ARBITRATION

_____ ASSOCIATION OF REALTORS®

Case No. _____

_____ vs. _____
Complainant(s) Respondent(s)

All parties are hereby notified that the hearing for the above referenced matter has been scheduled for:

Date: _____

Time: _____

Location: _____

_____

_____

_____

The appointed Panel members in this case are:

_____, PRESIDING OFFICER

_____, ARBITRATOR

_____, ARBITRATOR

_____, ALTERNATE

All parties may be represented by legal counsel at any time, including at the arbitration hearing and any procedural review. If a party intends to have legal representation, the party must give written notice of the legal representative's name, address and phone number to all parties and the hearing and/or review Panel at least fifteen (15) calendar days before the scheduled date of the hearing. Failure to comply with this notice requirement may result in a continuance being granted and a continuance fee assessed against the party.

Each party is responsible for the attendance of his or her witnesses at the hearing. This includes properly serving subpoenas (if used) and paying all witnesses related costs. Exchange of evidence prior to the hearing is not mandatory but recommended to avoid unnecessary continuances or delays.

The parties may not attempt to discuss the case with any hearing Panel member except during the official hearing.

Dated:_____

_____
Signature

_____, Association Executive or Authorized Designee
Type/Print

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