

THE  
INSTITUTE of  
ARBITRATORS & MEDIATORS  
—(A)—  
AUSTRALIA

ABN 80 008 520 045

NATIONAL OFFICE

PO Box 13064 Law Courts VIC 8010

Telephone (03) 9607 6908 Facsimile (03) 9602 2833 e-mail national@iama.org.au

## REQUEST FOR NOMINATION

To: .....

REQUEST FROM: .....

CONTACT: ..... POSITION: .....

ORGANISATION/COMPANY: .....

ADDRESS: .....

TELEPHONE: ..... FAX: ..... EMAIL: .....

The above party requests the nomination and services of an:

Arbitrator     Mediator     Expert     Conciliator     Adjudicator

for resolution of a dispute between Parties identified on the Dispute Details page following.

Attached:     Dispute Resolution Clause/s (if any).

Notice of Dispute

PAYMENT METHOD     Chq     M'card     Visa

Cheque for \$ ..... (inc. GST) payable to IAMA

Credit Card Holders Name .....

Card Number \_\_\_\_/\_\_\_\_/\_\_\_\_/\_\_\_\_

Expiry Date \_\_\_\_/\_\_\_\_

Other attachments .....

Signature: .....

Name: .....

Date: ...../...../.....

THE  
INSTITUTE of  
ARBITRATORS & MEDIATORS  
— (A) —  
AUSTRALIA

ABN 80 008 520 045

NATIONAL OFFICE

PO Box 13064 Law Courts VIC 8010

Telephone (03) 9607 6908 Facsimile (03) 9602 2833 e-mail national@iama.org.au

**DISPUTE DETAILS**

(ATTACH RELEVANT DOCUMENTS)

PARTY: .....  
(PERSON / ORGANISATION / COMPANY) (REPRESENTATIVE)

ADDRESS: .....

TELEPHONE: ..... FAX: ..... EMAIL: .....

PARTY: .....  
(PERSON / ORGANISATION / COMPANY) (REPRESENTATIVE)

ADDRESS: .....

TELEPHONE: ..... FAX: ..... EMAIL: .....

PARTY: .....  
(PERSON / ORGANISATION / COMPANY) (REPRESENTATIVE)

ADDRESS: .....

TELEPHONE: ..... FAX: ..... EMAIL: .....

AREA (TECHNICAL SUBJECT OR INDUSTRY) ..... APPROXIMATE VALUE: \$.....

GENERAL NATURE OF DISPUTE: .....  
.....  
.....

Date: ...../...../.....

**PLEASE ATTACH A COPY OF THE CONTRACT DISPUTE CLAUSE**

THE  
INSTITUTE of  
ARBITRATORS & MEDIATORS  
——  
AUSTRALIA  
ABN 80 008 520 045

**NATIONAL OFFICE**

PO Box 13064 Law Courts VIC 8010

Telephone (03) 9607 6908 Facsimile (03) 9602 2833 e-mail national@iama.org.au

## INSTITUTE CHARGES AND FEES

---

### **NOMINATION FEES** (full search & nomination by President or Chapter Chair for suitable Dispute Resolver)

---

President or Chapter – quantum of \$1 million plus +GST	\$900.00 \$90.00 <b>\$990.00</b>
President or Chapter – quantum of \$100,000 to \$1 million +GST	\$500.00 \$50.00 <b>\$550.00</b>
President or Chapter – quantum under \$100,000 +GST	\$200.00 \$20.00 <b>\$220.00</b>

---

### **TRUST ACCOUNT ADMINISTRATION FEES**

---

Trust Fund establishment & operation under \$3,000 ( <i>up to 10 transactions</i> ) +GST	\$150.00 \$15.00 <b>\$165.00</b>
Trust Fund establishment & operation over \$3,000 ( <i>up to ten transactions</i> ) +GST	\$200.00 \$20.00 <b>\$220.00</b>

---

### **ADDITIONAL TRUST FUND OPERATION**

---

For every 10 transactions after the first ten +GST	\$150.00 \$15.00 <b>\$165.00</b>
---	--

---

### **LIST AND SEARCHING FEES (NON-MEMBERS)**

---

<i>Simple Search</i> - 3-5 suitable arbitrators/mediators to manage case A brief resume of each provided +GST	\$50.00 \$5.00 <b>\$55.00</b>
<i>Complex Search</i> - up to 3 suitable arbitrators/mediators - Ascertain availability, conflict of interest, provide detailed resume +GST	\$150.00 \$15.00 <b>\$165.00</b>