



APPLICATION FOR ARBITRATION (NOTICE OF ARBITRATION)

This form shall be used where party intended to resolve a dispute or difference with the other party with arbitration at the Hong Kong Centre of International Commercial Arbitration (HKCICA). This agreement may be by:

- (i) a joint application on this form by both parties;
- (ii) an arbitration clause included in a contract which specifically refers to arbitration using the HKCICA Arbitration Rules.

Session 1 – Application Rules and Document Preparations

- 1.1 This application is submitted: Unilaterally Jointly

If the application is submitted unilaterally, HKCICA will deliver the “Notice of Arbitration” to Party 2 according to the address filled in Session 2 upon succession application.

- 1.2 After the completion of the application form, please deliver to the secretariat of HKCICA with the required documents and supportive document enclosed, and the registration fee.

Att.: HKCICA case management team

Email: admin@hkcca.com.hk

Address: 21/F, Success Commercial Building, 245 - 251 Hennessy Road, Wanchai, Hong Kong

Tel No: (852) 2866 1800

Registration Fee & Payment Method:

Non-refundable registration fee (\$6,000) is required to be submitted to the HKCICA

1. Crossed cheque

- Payable to “*International Dispute Resolution and Risk Management Institute Limited*”

2. Bank Transfer

- Please provide Bank-in Slip and state your full name, contact number, and application for arbitration service
 - Bank Name: Bank of China (Hong Kong) LIMITED
 - Bank Account: International Dispute Resolution and Risk Management Institute Limited
 - Bank Account Number: 012-704-2-005395-8

Please refer to our website for arbitration procedures, arbitration rules, and fee reference www.hkcica.com.hk

Session 2 – Details of Parties

PARTY 1:

Individual Entity/Organisation/Company

Name: _____ English Name: _____
 Nationality: _____ E-mail: _____
 Tel. No.: _____ Fax: _____
 Address: _____

Representative of PARTY 1 (if applicable):

Name: _____ English Name: _____
 Nationality: _____ E-mail: _____
 Tel. No.: _____ Fax: _____
 Address: _____

PARTY 2:

Individual Entity/Organisation/Company

Name: _____ English Name: _____
 Nationality: _____ E-mail: _____
 Tel. No.: _____ Fax: _____
 Address: _____

Representative of PARTY 2 (if applicable):

Name: _____ English Name: _____
 Nationality: _____ E-mail: _____
 Tel. No.: _____ Fax: _____
 Address: _____

** Delete where appropriate*

Session 3 – Details of Dispute

3.1 Contract / Agreement in relation to the submitted dispute: (Please enclose a copy or summarise briefly.)

3.2 Arbitration Clause or agreement: (Please attach a copy of the document to this application.)

3.3 Type/ Nature of the Dispute:

- | | | |
|--|---|---|
| <input type="checkbox"/> Blockchain & Virtual Currency | <input type="checkbox"/> Building & Property | <input type="checkbox"/> Construction |
| <input type="checkbox"/> Domain Name | <input type="checkbox"/> E-Commerce | <input type="checkbox"/> Healthcare & Medical |
| <input type="checkbox"/> Intellectual Properties | <input type="checkbox"/> Maritime and Logistics | <input type="checkbox"/> Sports |
| <input type="checkbox"/> Other _____ | | |

3.4 Dispute description: (Please briefly describe the circumstances, location of dispute and amount at issue are all that are required.)

3.5 Amount in Dispute: HK\$ _____

Session 4 – Arrangement for Arbitration

4.1 Any previously agreed arrangement for arbitration in the contract (Please provide copy)? Yes No

4.2 Location of Arbitration: Hong Kong Mainland China Other _____

4.3 Language of Arbitration:
 English Cantonese Putonghua Other _____

4.4 Other relevant Details (such as applicable law, seat of arbitration and more):

Session 5 – Appointment of Arbitrator(s)

5.1 Arbitrator(s):
 Number of Arbitrator(s): One Three Other _____

- The HKCICA are hereby requested to appoint an arbitrator
- An arbitrator(s) has been agreed upon by the parties. His or her details are as follows:

Arbitrator 1
 Name _____ Nationality _____
 IDRRMI Arbitrator code (if applicable) _____ Email _____
 Address _____
 Tel No _____ Fax No _____

Arbitrator 2 (If applicable)
 Name _____ Nationality _____
 IDRRMI Arbitrator code (if applicable) _____ Email _____
 Address _____
 Tel No _____ Fax No _____

Arbitrator 3 (If applicable)
 Name _____ Nationality _____
 IDRRMI Arbitrator code (if applicable) _____ Email _____
 Address _____
 Tel No _____ Fax No _____

5.2 Language of Arbitrator(s):
 English Cantonese Putonghua Other _____

5.3 Other relevant Details:

Session 6 – Declaration Statement
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6.1 I/ We* the undersigned hereby apply to Hong Kong Centre of International Commercial Arbitration (“the HKCICA”) for all disputes or differences arising out of or in connection with the contract/ agreement detailed below to be referred to arbitration.

I / we* hereby declare that the information furnished above is true to the best of my knowledge. I do hereby declare that the above particulars of information and facts stated are true, correct, and complete to the best of my knowledge and belief.

PARTY 1:

(SIGNED) _____ **Date:** _____

Name and Capacity: _____

PARTY 2:**

(SIGNED) _____ **Date:** _____

Name and Capacity: _____

** Delete where appropriate*

*** if applicable*

Session 7 – Submission Checklist

Details of Parties

Detail of the dispute

Copy of the contract

Copy of the proof of the arbitration clause in the contract

Detail on the arrangement for arbitration

Appointment of Arbitrator(s)

Registration fee (HKD \$6,000) or the proof of transferred fee to the HKCICA

Complete signature on the declaration and acknowledgment