

# Request for Third-Party Arbitration

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Arbitration Firm Name]

[Firm Address]

[City, State, Zip Code]

Dear [Arbitration Firm Name],

We, [Your Company Name], hereby request your services for third-party arbitration regarding a business matter that has arisen between us and [Other Party's Name]. The details of the dispute are as follows:

**Dispute Overview:**

- Brief description of the issue
- Relevant dates and events
- Any previous attempts at resolution

We believe that your expertise in arbitration will be instrumental in reaching a fair resolution. We request that you schedule an arbitration hearing at your earliest convenience.

Please let us know the required documentation and any other steps needed to initiate this process. We appreciate your prompt attention to this matter.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Position]

[Your Company]