

# Notice of Arbitration

Date: [Insert Date]

To: [Subcontractor's Name]

Address: [Subcontractor's Address]

Subject: Notice of Arbitration Regarding Dispute

Dear [Subcontractor's Name],

This letter serves as formal notice of our intention to initiate arbitration concerning the dispute arising from [briefly describe the dispute, e.g., contract terms, payment issues, etc.], as per the agreement dated [insert contract date].

The disputes include, but are not limited to:

- [List specific dispute points]
- [List additional dispute points]

As stipulated in the contract, we propose to resolve this matter through arbitration in accordance with the rules of [arbitration organization, if applicable, e.g., AAA]. We request that you respond to this notice within [insert response deadline] to discuss your availability for the arbitration.

We look forward to your prompt response in order to move forward with this matter amicably.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]