

Arbitration Claim Submission

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Arbitration Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Arbitration Organization Name],

Subject: Submission of Arbitration Claim

I, [Your Name], submit this arbitration claim against [Respondent's Name] regarding [brief description of the dispute].

Details of the Claim:

- Nature of Dispute: [Description]
- Date of Incident: [Date]
- Claim Amount: [Amount]
- Relevant Correspondence: [Brief Description]

Enclosed are the relevant documents supporting my claim.

I request that this matter be submitted for arbitration as per the agreement between the parties.

Thank you for your attention to this matter.

Sincerely,

[Your Name]