

Request for Arbitration Initiation

Date: [Insert date]

[Arbitration Institution Name]

[Address]

[City, State, Zip Code]

Dear [Arbitration Institution],

Subject: Request for Initiation of Arbitration

I, [Your Name], representing [Your Company/Organization], respectfully submit this request for the initiation of arbitration pursuant to the arbitration agreement dated [Insert Date of Agreement] between [Your Company] and [Other Party's Name].

The dispute involves [briefly describe the nature of the dispute and the relevant circumstances].

We request the appointment of an arbitrator in accordance with the rules established by [specify the applicable arbitration rules]. Enclosed are the necessary documents supporting our claim and details relevant to the arbitration process.

We appreciate your prompt attention to this matter and look forward to your confirmation of the initiation of the arbitration process.

Thank you for your consideration.

Sincerely,

[Your Name]

[Your Title]

[Your Company/Organization]

[Your Contact Information]