

Arbitrator/Mediator Referrals and Select and Appoint Services

On request and receipt of the appropriate fee, ADRIC will provide an electronic list of three or more qualified practitioners within five business days, along with the candidates' biographies and fee schedules. If the parties are not able to agree on one of the professionals, each party may rule out any candidate(s), rank the remainder and return the list to ADRIC. ADRIC will then select the highest ranking from the list and issue an appointment letter, copying the parties and their counsel.

To request this service, please submit the completed form to ADRIC via admin@adric.ca or mail/courier (see address below) or fax: 416-901-4736.

Today's Date: _____

File or reference number (if any): _____

Contact Name, email, telephone and relationship to case: _____

1. Claimant

Name: _____

Firm/Organization: _____

Address: _____

Tel: _____ Fax: _____ Email: _____

2. Claimant's Counsel (if any)

Name: _____

Firm/Organization: _____

Address: _____

Tel: _____ Fax: _____ Email: _____

3. Respondent

Name: _____

Firm/Organization: _____

Address: _____

Tel: _____ Fax: _____ Email: _____

4. **Respondent's Counsel (if any)**

Name: _____

Firm/Organization: _____

Address: _____

Tel: _____ Fax: _____ Email: _____

5. Services required: ☐ Arbitration ☐ Mediation

6. Tribunal: One or Three professionals? _____

7. Please provide a list of _____ (#) professionals (see fees below)

8. ADRIC designation required? ☐ C.Arb ☐ Q.Arb
☐ C.Med ☐ Q.Med [Learn more about ADRIC designations](#)

9. Minimum years experience required _____

10. Matters in dispute _____
(e.g.: brief description including type of case commercial, construction, contract, family, condominium, etc).

11. The seat of the arbitration/ location of the mediation _____

12. The language of the arbitration/mediation _____

Fees (Must be paid in advance of service. Fees shown do not include HST. Please add 13% HST to your payment.)

Select and Appoint:

List of 3 professionals: \$600 Plus \$250 for each arbitrator appointed

List of 10 professionals: \$1000 Plus \$250 for each arbitrator appointed

List of 15 professionals: \$2000 Plus \$250 for each arbitrator appointed

Referral List only:

List of 3 professionals: \$600

List of 10 professionals: \$1000

List of 15 professionals: \$2000

Additional names, if needed:

5 - \$500;

10 - \$750;

15 - \$1000

There is a minimum non-refundable search fee of \$600.

Please note: Arbitrators set their own fees (generally an hourly or daily rate) based on their experience, skill, and on the matters in dispute. ADRIC will provide the arbitrators' fee schedules and recommend that the parties discuss these fees with the arbitrator before proceeding with the process.