



**LABOR ARBITRATION RULES**

**Submission to Arbitration**

DATE: \_\_\_\_\_

<b>Name of Party #1 :</b> <b>Contact person:</b>			Name of Party #1 Representative:		
Check applicable box: Party # 1 is Union or Employer			Name of Firm (if applicable):		
Address:			Representative's Address:		
City	State	Zip Code	City	State	Zip Code
Telephone: And/or Cell Phone:		Fax No.	Telephone: And/or Cell Phone:		Fax No.
Email Address:			Email Address:		
Additional Email(s) to be copied on correspondence:			Additional Email(s) to be copied on correspondence		
<b>Signature for Party #1:</b>			AAA should communicate with Party #1 by Email Fax Mail		

This signed document confirms the parties' agreement to utilize the American Arbitration Association for the administration of their dispute as referenced below. This submission is being filed with the AAA's Labor Case Management Office in \_\_\_\_\_.

Service Requested: Full Administration List with Appointment List Only Grievance Mediation

The parties request that hearings be held at the following location: \_\_\_\_\_

Nature of Grievance: Discharge Suspension Other Discipline Contract Interpretation Other  
Describe:

Name of Grievant(s) (if applicable):

Remedy Sought:

<b>Name of Party #2:</b> <b>Contact Person:</b>			Name of Party #2 Representative		
Check applicable box: Party #2 is Union or Employer			Name of Firm (if applicable):		
Address:			Representative's Address:		
City	State	Zip Code	City	State	Zip Code
Telephone And/or Cell Phone		Fax No.	Telephone And/or Cell Phone		Fax No.
Email Address:			Email Address:		
Additional Email(s) to be copied on correspondence:			Additional Email(s) to be copied on correspondence		
<b>Signature for Party #2:</b>			AAA should communicate with Party #2 by Email Fax Mail		

AAA Customer Service can be reached at 800-778-7879

**REMINDERS:** Send a copy of this form to the other side at the time it is forwarded to the AAA. Please reference appropriate fees pursuant to the fee schedule outlined in the Labor Rules. You can file your case online by visiting the AAA's website at [www.adr.org](http://www.adr.org). Please select "AAA Webfile" from the list of side menu options. You may also wish to visit our website for a complete list of our administrative services and procedures, including our Grievance Mediation Procedures, Expedited Procedures, List Only Service and List with Appointment. Your case manager can also provide additional information.