ARBITRATION REGISTRATION FORM

Submitting a request for arbitration will start the arbitration proceedings at the Technology Arbitration & Mediation Institute (hereinafter: ‘TAMI’). The arbitration procedure is governed by TAMI’s arbitration rules. The date and time of receipt of the request for arbitration by TAMI mark the start of the arbitration (article 5 paragraph 2). The party submitting the request for arbitration receives a confirmation of receipt of the request electronically. The arbitration rules state that the request for arbitration must contain certain information (article 5 paragraph 2). TAMI needs this information to process the request.

a. Information of the claimant
Name : _______________________________________________________
Address : _______________________________________________________
Place of residence: _____________________________________________
Telephone number: _____________________________________________
E-mail address: ________________________________________________
VAT number : _________________________________________________

Where relevant, information authorised representative claimant
Name representative: _____________________________________________
Address : _______________________________________________________
Place of residence: _____________________________________________
Telephone number: _____________________________________________
E-mail address: ________________________________________________

b. Information defendant
Name : _______________________________________________________
Address : _______________________________________________________
Place of residence: _____________________________________________
Telephone number: _____________________________________________
E-mail address: ________________________________________________
VAT number : _________________________________________________

Where relevant, information authorised representative defendant
Name representative: _____________________________________________
Address : _______________________________________________________
Place of residence: _____________________________________________
Telephone number: _____________________________________________
E-mail address: ________________________________________________
c. A short description of the dispute
The objective of this description is to inform the TAMI administrator on the nature and scope of the case. This description does not alter the parties’ right to deliver a statement of claim or a statement of defence. The description of the dispute can also be provided for as an annex to the request.

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d. Arbitration agreement and any other agreements
The understanding between the parties that their disputes shall be settled by arbitration according to TAMI’s rules of procedure must be apparent from an arbitration agreement (arbitration clause, arbitral compromise). Please enclose a copy of the relevant agreement(s) or any other documents with the request.

e. General description of the claim and, if possible, a specification of the financial interests of each claim. The objective of this general description is to inform the TAMI administrator on the nature and scope of the case. This description shall be without prejudice to the right of the parties to change, increase, or reduce a claim within the terms of TAMI’s rules of procedure.

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f. The appointment of arbitrators
TAMI’s rules of the procedure take the position that the parties themselves appoint the arbitrator. Where the parties have agreed on the appointment of three arbitrators, each party will appoint one arbitrator, and these two appointed arbitrators will appoint the third arbitrator, who will also be the president (of the arbitral tribunal).

In appointing an arbitrator, the parties have the option of using suggestions of TAMI for arbitrator candidates.

When the parties appoint the arbitrator(s) themselves, please fill in the information below:

Claimant appoints /parties jointly appoint:
Name arbitrator 1 : _______________________________________________________
Address : _____________________________________________________________
Place of residence: ____________________________________________
Telephone number: ____________________________________________
E-mail address: ______________________________________________

Where there is more than one arbitrator, and it is clear who will act as president of the arbitral tribunal.
Defendant appoints:
Name arbitrator 2: ____________________________________________
Address: ____________________________________________________
Place of residence: ____________________________________________
Telephone number: ____________________________________________
E-mail address: ______________________________________________

President:
Name arbitrator 3: ____________________________________________
Address: ____________________________________________________
Place of residence: ____________________________________________
Telephone number: ____________________________________________
E-mail address: ______________________________________________

An arbitrator should be impartial and independent. He or she may not have close personal or business relationships with one of the parties nor with the other arbitrators. He or she may not have any direct personal or commercial interest in the outcome of the case. At the same time, the arbitrator may not have expressed his or her opinion on the case to either party before his or her appointment.

Where arbitrator(s) have not yet been appointed by the parties and they wish to use TAMI’s suggestions for arbitrator candidates in conformity with article 12 of the rules of procedure, you will state so below (or in an appendix to the request).
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Number of arbitrators (Article 7(2)(i))
There must be an odd number of arbitrators. If there is disagreement among the parties on the number of arbitrators, the TAMI administrator will determine the number to one or three, depending on the nature and the scope of the case.
With regard to the number of arbitrators:
(a) The parties have agreed that the arbitration tribunal comprises _____________ arbitrator(s).
(B) The parties have not agreed anything, but the claimant prefers _____________ arbitrator(s).

h. Qualification of the arbitrator(s)
With regard to the arbitrator’s qualifications:
(a) The parties have agreed that the arbitrator will need to have the following qualifications:
________________________________________________________________________
________________________________________________________________________

(b) The parties have not agreed anything, but the claimant prefers:
________________________________________________________________________
________________________________________________________________________

i. Place of arbitration
The parties determine the place of mediation, failing which the arbitral tribunal will do so.
With regard to the place of arbitration:
(a) The parties have agreed that this will have to be ________________.
(b) The parties have not agreed on anything but the claimant
prefers:________________________________________

j. Language of the arbitration
With regard to the language of the arbitration:
(a) The parties have agreed that this will have to be the___________________ (either English or Dutch) language.
(b) The parties have not agreed on anything but the claimant prefers the ________________
(either English or Dutch) language.

k. Other particulars as regards the arbitration procedure
If the parties wish to communicate particular aspects TAMI needs to be aware of in the context of
the arbitration procedure, the parties may do so here.
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
Place: ____________________________

Date: ____________________________

Signature claimant / authorised representative __________________________