

Instructions for Submittal of Adjudication of Surety Bond Disputes to JAMS

INSTRUCTIONS

Please submit these items to the JAMS Surety Adjudication Case Manager, Debra Lewis, at dlewis@jamsadr.com. Once the above items are received, JAMS will contact all parties to commence the Adjudication process, including the appointment of an Adjudicator.

└ 1-800-352-JAMS └ www.jamsadr.com

To initiate an Adjudication process for the resolution of a surety bond dispute, the Surety or Obligee shall submit the following items to JAMS:

- A. Demand for Adjudication
- **B. Adjudication Statement**
- C. Copy of the Performance Bond, including Schedules attached thereto

D. Filing Fees

• For two-party matters, JAMS charges a \$1,750 Filing fee, to be paid by the party initiating the Arbitration. JAMS also charges a \$1,750 Filing Fee for counterclaims. For matters involving three or more parties, the Filing Fee is \$3,000. A Case Management Fee of 12% will be assessed against all Professional Fees, including time spent for hearings, pre- and post-hearing reading and research and award preparation.



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PARTY NAME			
ADDRESS			
CITY		STATE	ZIP
PHONE	FAX	EMAIL	
SENTATIVE OR ATTORN	EY OF THE PARTY ON WHOM DEMAI	ND FOR ADJUDICATION IS MADE (IF K	NOWN)
REPRESENTATIVE/ATTORN	EY		
FIRM/ Company			
ADDRESS			
CITY		STATE	ZIP
PHONE	FAX	EMAIL	
M CLAIMANT			
CLAIMANT NAME			
ADDRESS			
CITY		STATE	ZIP
PHONE	FAX	EMAIL	
NT'S REPRESENTATIVE	OR ATTORNEY (IF KNOWN)		
REPRESENTATIVE/ATTORN	EY		

CITY		STATE	ZIP	
PHONE	FAX	EMAIL		

ADDRESS



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NATURE OF DISPUTE

CLAIMANT HEREBY DEMANDS THAT YOU SUBMIT THE FOLLOWING DISPUTE TO AN ADJUDICATION PROCESS. A more detailed statement of the claim(s) may be attached:



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ADJUDICATION AGREEMENT

THIS DEMAND IS MADE PURSUANT TO THE DISPUTE RESOLUTION PROCESS CONTAINED AT SCHEDULE B OF THE PERFORMANCE BOND. (PROVIDE ONE (1) COPY OF PERFORMANCE BOND, INCLUDING SCHEDULES.)

CLAIMS & RELIEF SOUGHT BY CLAIMANT

CLAIMANT ASSERTS THE FOLLOWING CLAIM AND SEEKS THE FOLLOWING RELIEF (INCLUDE AMOUNT IN CONTROVERSY, IF APPLICABLE):

SUBMISSION INFORMATION

SIGNATURE

DATE

NAME (PRINT/TYPED)

Please contact the JAMS Surety Adjudication Case Manager, Debra Lewis, at dlewis@jamsadr.com to make arrangement for the payment of the initial, non-refundable Case Management Fee(s) (CMF(s)).