

Arbitration Number: _____
(To be assigned by Arbitration Administrator)

COMMITTEE ON GRIEVANCE AND ARBITRATION
OF THE
CALIFORNIA YACHT BROKERS ASSOCIATION

OFFICIAL NOTICE OF HEARING

_____ Complainant(s) _____ Respondent(s)

Above parties are hereby notified:

- (1) The Chairman of the Hearing Panel has designed _____, 20____,
_____ a.m./p.m. at _____
As the time and place for hearing the above case, which is a hearing concerning the allegation(s) set forth in a Complaint dated the _____ day of _____, 20__ and Cross-Complaint dated the _____ day of _____, 20 ____.
- (2) You are hereby notified to appear at the time and place so designated.
- (3) The members of the Arbitration Panel appointed to hear this case are: _____

- (4) Either party may be represented by legal counsel, provided that notice of intention to do so is transmitted in writing to the other party and to the Hearing Panel not less than seven (7) days prior to the date of hearing.

(5) Each party shall arrange for his or her witnesses to be present at the time and place designated.

- (6) Either party may file with the Administrator not less than seven (7) days prior to the date of any Hearing, written request for disqualification from the Hearing of any member of the Arbitration Panel for any reasons set forth in ARTICLE III, Section 5 of the CYBA Arbitration Procedures Manual. The parties shall not discuss the case with any member of the Arbitration Panel or Legal Counsel to the Arbitration Panel prior to any hearing or after any Hearing and prior to announcement of the decision.
- (7) The parties to an arbitration proceeding may settle the issue between them but joint agreement arrived at any time prior to the hearing if written notice thereof is given to the Arbitration Panel or at any time during the hearing.

Very Truly Yours,
CYBA Arbitration Administrator, Committee on Grievance and
Arbitration of the California Yacht Brokers Association

Address

City State Zip