

Mediation Clause or Agreement

A copy of the signed contract or agreement which provides for the dispute to be referred to the President of HKIA and President of HKIS is accompanied with this application form.

Nature of dispute (including issue for mediation, location of dispute, amount of money in dispute)

Other relevant details (including date when party was given notice to concur in appointment of mediator under the contract/agreement, names of mediators proposed, whether the party has responded or not)

Appointment fee

A non-returnable appointment fee of HK\$8,000 must accompany all applications for appointments by the HKIA and HKIS Presidents.

I / We enclose a cheque made payable to "The Hong Kong Institute of Architects" in the sum of HK\$8,000 for payment of the appointment fee.

Declaration

I / We hereby certify that the details contained herein are true and accurate.

Signed _____

Dated _____

Name _____

Capacity _____

Notes :

1. If there is insufficient space, please provide details separately.
2. Should no mediator be appointed within one year from the date of application because either party has requested (and without the other party's objection to such request) or both parties have requested the process of appointment to be withheld for whatever reasons, the application shall lapse upon expiry of the said one year period and HKIA/HKIS shall not nominate and appoint a mediator for such application.
3. The completed application form and fee should be returned to:-
Secretariat
HKIA/HKIS Joint Dispute Resolution Committee
The Hong Kong Institute of Architects
19/F One Hysan Avenue
Causeway Bay
Hong Kong
4. Any enquiries can be addressed to the JDRC Secretariat (address as above), telephone 2511 6323, fax 2519 6011 or 2519 3364.