

**Form M1**

**APPLICATION FOR THE APPOINTMENT OF A MEDIATOR BY THE PRESIDENT OF THE HONG KONG INSTITUTE OF ARCHITECTS AND THE PRESIDENT OF THE HONG KONG INSTITUTE OF SURVEYORS**

*All details must be typewritten*

The undersigned hereby requests the President of the Hong Kong Institute of Architects (HKIA) and the President of the Hong Kong Institute of Surveyors (HKIS) to appoint a Mediator.

<b>Details of parties:</b>	
<b>CLAIMANT</b> Name: Address:  Tel no.: <span style="float:right">Fax no.:</span>	
<b>Solicitor/Adviser (if any)</b> Name: Address:  Tel no.: <span style="float:right">Fax no.:</span>	
<b>RESPONDENT</b> Name: Address:  Tel no.: <span style="float:right">Fax no.:</span>	
<b>Solicitor/Adviser (if any)</b> Name: Address:  Tel no.: <span style="float:right">Fax no.:</span>	
<b>Contract/Agreement</b> (Enclose a copy or summarise briefly)	

**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 “HKIS-Joint Dispute Resolution Committee” 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 Surveyors  
Room 1205, 12/F Wing On Centre  
111 Connaught Road Central  
Sheung Wan  
Hong Kong
4. Any enquiries can be addressed to the JDRC Secretariat (address as above), telephone 2526 3679, fax 2868 4612.