





# Demand for Adjudication of Surety Bond Disputes

## Instructions for Submittal of Adjudication of Surety Bond Disputes to JAMS

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### INSTRUCTIONS

Please submit these items to the JAMS Surety Adjudication Case Manager, Debra Lewis, at [dlewis@jamsadr.com](mailto: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](http://www.jamsadr.com)

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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 \$1,500 Filing fee, to be paid by the party initiating the Arbitration. JAMS also charges a \$1,500 Filing Fee for counterclaims. For matters involving three or more parties, the Filing Fee is \$2,000. 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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### TO SURETY (PARTY ON WHOM DEMAND FOR ADJUDICATION IS MADE)

PARTY NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ EMAIL \_\_\_\_\_

### REPRESENTATIVE OR ATTORNEY OF THE PARTY ON WHOM DEMAND FOR ADJUDICATION IS MADE (IF KNOWN)

REPRESENTATIVE/ATTORNEY \_\_\_\_\_

FIRM/COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ EMAIL \_\_\_\_\_

### FROM CLAIMANT

CLAIMANT NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ EMAIL \_\_\_\_\_

### CLAIMANT'S REPRESENTATIVE OR ATTORNEY (IF KNOWN)

REPRESENTATIVE/ATTORNEY \_\_\_\_\_

FIRM/COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ EMAIL \_\_\_\_\_



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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 _____
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NAME (PRINT/TYPED) _____
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Please contact the JAMS Surety Adjudication Case Manager, Debra Lewis, at [dlewis@jamsadr.com](mailto:dlewis@jamsadr.com) to make arrangement for the payment of the initial, non-refundable Case Management Fee(s) (CMF(s)).