

**AMERICAN DISPUTE RESOLUTION CENTER, INC.
RULES OF EXPEDITED COMMERCIAL ARBITRATION**

HOW EXPEDITED RULES APPLY

Expedited Rules apply to any arbitration in which the dispute does not exceed \$75,000 (this amount does not include interest, arbitration fees or any other related costs or expenses) unless the parties agree otherwise. Unless agreed to by the parties and ADR Center, these Rules will not apply to any arbitration where more than two parties are involved. The parties may agree to use these rules in cases that exceed \$75,000, with the consent of ADR Center.

E-1. SUBMISSION OF DOCUMENTS

In the event that the claim does not exceed \$10,000 the parties shall present their case by the submission of documents in lieu of an oral hearing. The dispute will proceed by the submission of documents unless one of the parties requests an oral hearing or the arbitrator decides that an oral hearing is necessary.

E-2. ANSWER AND/OR COUNTERCLAIM

The respondent may, in its discretion, choose to file an answer and/or counterclaim, but must do so within ten calendar days of ADR Center's written confirmation of the filing of the initial claim, unless said respondent files a request for a seven calendar day extension of time to respond within the initial ten-day period. If no answer is filed by the stated time, such shall be treated as a denial of the claim.

E-3. EXTENSIONS AND CHANGES OF CLAIM OR COUNTERCLAIM

ADR Center may grant no more than one seven-day extension for the filing of any documents. If a party requires any additional time the extension must be agreed to by all parties or must be granted by the arbitrator. Any party to the arbitration may file, increase or change any claim or counterclaim prior to the appointment of the arbitrator. Once an arbitrator has been appointed it is within the discretion of the arbitrator as to whether any changes or new claims will be accepted.

If an increased claim or counterclaim results in the entire dispute exceeding \$75,000, the case will be administered under the standard Rules, unless all parties and the arbitrator agree that the case may continue under the Expedited Procedures.

E-4. ARBITRATOR APPOINTMENT

The parties will each receive an identical list of arbitrators consisting of five names from ADR Center's panel of neutrals. The parties may each have one peremptory strike. The parties may also strike off an unlimited number of names for factual, for cause reasons. However, the parties must provide a reason in writing for such strikes. The parties must return their selections to ADR Center within ten calendar days. If ADR Center is unable to appoint the arbitrator from the parties' selections, the Case Manager will appoint the arbitrator.

E-5. HEARINGS

Generally, the hearing shall not exceed one day. If the hearing exceeds one day, the matter will then proceed under the standard Rules procedures, unless the parties agree otherwise. Each party will have equal opportunity to submit its proofs and complete its case. The arbitrator may request further submission of documents within two business days after the hearing.

E-6. DOCUMENT CASES

The arbitrator shall determine the due date for the submission of documents. After receipt of documents by the parties, the arbitrator will then determine if any additional submissions will be necessary in order for him or her to render an Award. If he or she determines that no additional information is needed, the hearings will be declared closed.

E-7. AWARD

The arbitrator shall render the Award within 15 days from the closing of the hearings unless otherwise agreed to by the parties. The award shall be in the form of a concise written statement, without explanation as to the basis for the award.

E-8. OTHER RULES

All other Rules set forth in the standard Rules of Commercial Arbitration, which are not inconsistent with, or otherwise covered by these Expedited Rules, shall also apply.

These Rules are the copyrighted property of ADR Center. Any unauthorized use or modification of these Rules may violate copyright laws and other applicable laws.