

MODEL REQUEST FOR ARBITRATION

DISCLAIMER

This model document is intended for guidance only and any request submitted for arbitration should be adapted to the facts and circumstances of each case in compliance with the Arbitration Rules of Qatar Sports Arbitration Tribunal (hereinafter referred to as "QSAT's Rules").

Square brackets demarcate the beginning and end of the optional sentences suggested in the model, and slashes refer to the various options.

For any questions, the arbitrators may contact their respective case management teams.

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**IN THE MATTER OF AN ARBITRATION UNDER THE ARBITRATION RULES OF THE QATAR SPORTS
ARBITRATION TRIBUNAL OF QATAR SPORTS ARBITRATION FOUNDATION**

BETWEEN

Name of Claimant (s)

(hereinafter referred to as "Claimant")

AND

Name of Respondent(s)

(hereinafter referred to as "Respondent")

REQUEST FOR ARBITRATION

CLAIMANT/LAW FIRM NAME

ADDRESS

P.O. BOX #

STATE, COUNTRY

DATE

I. The Parties

(Article (24) – QSAT's Rules)

A. Claimant:

1. The name(s), complete postal address(es), and contact details of the Claimant (s);

B. Respondent:

2. The name(s), complete postal address(es), and contact details of the Respondent(s);

II. The Dispute

(Article (24) – QSAT's Rules)

A. The Nature and Circumstances of the Dispute giving rise to the Claims

3. A brief description of the facts and legal basis upon which the claim is made: Factual background, Legal basis of the Claim, The estimated amount in dispute.

B. The Claimant's request for Relief

4. Interim / Provisional measures.
5. Claims in the disputed matter.
6. Any other Claims.

III. The Arbitration Proceedings

*(Article (2.2)-QSAT's Arbitration Rules, Article (3.2) – QSAT's Arbitration Rules,
Article (24) – QSAT's Arbitration Rules, Article (41) – QSAT's Arbitration Rules)*

A. The Arbitration Agreement

7. Identification of the Arbitration Clause/Agreement(s) by means of which the case is submitted to Qatar Sports Arbitration Tribunal. *(Copy of the contract(s) containing the Arbitration Agreement Shall be attached to the Request for Arbitration).*

8. Copy of the contract(s) containing the Arbitration Agreement.

OR

9. Any other document(s) providing for Arbitration in accordance with the "Rules".
(Shall be attached to the Request for Arbitration).

B. The Arbitral Tribunal

10. Identification of the Arbitration Clause/Agreement and any relevant information about the number and choice of the Arbitrator(s).

11. In case the Arbitration Agreement provides for three arbitrators, the (name, address, telephone number and email) of the arbitrator chosen by the Claimant from the QSAT's List of Arbitrators shall be mentioned.

C. The Language of Arbitration

12. Identification of the Arbitration Clause/Agreement specifying the language of the Arbitration.

13. In case there is no agreement, the Claimant's may propose the language of the arbitration.

D. The Seat of Arbitration

14. The Seat of Arbitration for all arbitrations' proceedings conducted under the Rules shall be Doha, Qatar.

E. Law Applicable to the Merits

15. Specify The relevant Arbitration Clause/Agreement between the parties.

16. To mention the jurisdiction's law agreed to apply on the merits of the dispute.

IV. Arbitration Fees & Costs

(Article (45)-QSAT's Arbitration Rules)

A. Administrative Fee

17. The Claimant has to pay the administrative fee of QAR five thousand (5,000) upon the filing of this Notice of Arbitration.

18. The Claimant acknowledges that the payment specified in para. (1) is non-refundable and will be taken into consideration when assessing the final amount of the arbitration cost.

B. Payment

19. The payment of the fee specified in IV.A shall be made to QSAT's bank account with its details as follows:

(a copy of the bank transfer receipt must be attached to the request for arbitration)

Bank Name: Masraf Al-Rayyan-Grand Hamad Branch
Account Number: 0003-101833-001
Swift Code: MAFR QA QA
IBAN: QA48 MAFR 0000 0000 0003 101833 001

20. The Claimant's Acknowledges that QSAT shall not register this Request for Arbitration without the payment of the administrative fee in question.

V. Request's Language and its Submission

*(Article (3.3)-QSAT's Arbitration Rules
Article (7.3)-QSAT's Arbitration Rules)*

A. Language of the Request

21. The request and documents provided to the QSAT in a language other than the language of the Arbitration proceedings must be accompanied by a certified translation into the language of the proceedings, unless the Panel decides otherwise.

22. The Claimant providing this request/document(s) is responsible for all costs incurred in connection with their translation.

B. Submission of the Request for Arbitration

23. The Request of Arbitration and any other written submissions, as well as any exhibit attached thereto, must be filed by registered mail to the General Secretariat in as many copies as there are other parties, arbitrators, with one additional copy for QSAT's General Secretariat.

24. The QSAT will not proceed to transmit the submission unless it is received with the sufficient copies as mentioned in para. (1).

25. If the submission is transmitted in advance by facsimile, email or delivered by hand, the filing is valid upon receipt of the facsimile, email or the hand-delivered documents by the General Secretariat, provided that the remaining copies of the written submissions and exhibits are also filed by registered mail.