

MODEL REQUEST FOR MEDIATION

DISCLAIMER

This model document is intended for guidance only and any request submitted for mediation should be adapted to the facts and circumstances of each case in compliance with the Mediation Rules of Qatar Sports Arbitration Tribunal (hereinafter referred to as “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 MEDIATION UNDER THE MEDIATION 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 MEDIATION

CLAIMANT/LAW FIRM NAME

ADDRESS

P.O. BOX #

STATE, COUNTRY

DATE

I. The Parties

(Article (2.2.A) – QSAT's Mediation 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 2.2.c QSAT's Mediation 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.

III. The Mediation Proceedings

(Article 2.2.d, Article 8, Article 13.2.3 – QSAT's Mediation Rules)

A. The Mediation Agreement

4. Identification of the Mediation Clause/Agreement(s) by means of which the case is submitted to Qatar Sports Arbitration Tribunal. *(Copy of the contract(s) containing the Mediation Agreement Shall be attached to the Request for Mediation and/or any other document(s) providing for Mediation in accordance with the Rules shall be attached to the Request for Mediation).*

B. The Mediator

5. Identification of the Mediation Clause/Agreement and any relevant information.
6. List the nominated mediator including the (name, address, telephone number and email) of the mediator chosen by the parties [if not agreed upon the Claimant's nominated mediator] from the QSAT's List of Mediators shall be mentioned.

C. The Language of Mediation

7. Identification of the Mediation Clause/Agreement specifying the language of the Mediation.
8. In case there is no agreement, the Mediator shall select one of the official working languages as the language of the mediation, taking into account all relevant circumstances.

D. The Seat of Mediation

9. The Seat of Mediation for all mediations' proceedings conducted under the Rules shall be Doha, Qatar.

E. Law Applicable to the Merits

10. Specify the relevant Mediation Clause/Agreement between the parties.
11. To mention the jurisdiction's law agreed to apply on the merits of the dispute.

IV. Mediation Fees & Costs

(Article 12 - QSAT's Mediation Rules)

A. Administrative Fee

12. The Claimant has to pay the administrative fee of QAR five thousand (5,000) upon the filing of this Notice of Mediation.
13. The Claimant acknowledges that the payment specified in para.12 is non-refundable and will be taken into consideration when assessing the final amount of the mediation cost.

B. Payment

14. 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 Mediation)

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

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