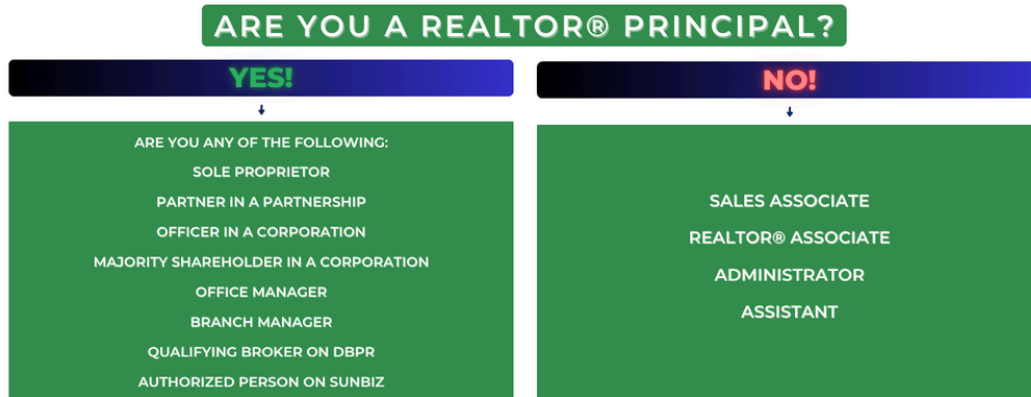


Steps to File a Request for Arbitration

The REALTOR® Principal filing the request for arbitration is known as the Complainant. The REALTOR® principal the request is filed against is known as the Respondent.

- **NOTE:** Arbitration is generally conducted between REALTOR® [principals] or between firms comprised of REALTOR® principals.
- **“REALTOR® principal”** includes licensed or certified individuals who are sole proprietors, partners in a partnership, or officers or majority shareholders of a corporation, or office managers (including branch office managers) acting on behalf of principals of a real estate firm. If you would like more information we have created a Guide to Identifying REALTOR® Principals.

CAN YOU FILE A REQUEST FOR ARBITRATION?



A Request for Arbitration can be filed by completing and submitting the following:

1. Form #A-1: Request and Agreement to Arbitrate (sent to you via Practice Panther)
2. Mailing a check for \$500 filing fee, payable to the MIAMI Association of REALTORS®, to the attention of the Professional Standards Department at 1800 Oakwood Drive, Miami, FL 33166.

Please bookmark the [Professional Standards Resources](#) website. Of note is the NAR Code of Ethics and Arbitration Manual, as adopted by the Board, which are the rules and procedures that MIAMI REALTORS® adheres to in arbitration cases.

WHAT TO EXPECT NEXT AFTER A REQUEST FOR ARBITRATION IS FILED:

- At the Grievance Committee’s next scheduled monthly meeting, the members will review the Request for Arbitration.
- The Complainant will be notified of the Grievance Committee’s decision. If the Grievance Committee decides to forward the Request for Arbitration to a hearing, the next step will be mediation and both the Complainant and Respondent will be notified.
- If the Grievance Committee declines the Request for Arbitration, the Complainant will be notified of the reasons.
- Add ProfessionalStandards@miamire.com and noreply@pp.com to your email safe senders list. Parties receive all notifications about the case via emails from Professional Standards.

For additional resources, we recommend:

- [MIAMI's most recent legal updates](#) on what you need to know NOW about antitrust law and best practices including resources, guides, and webinars.
- MIAMI's [Antitrust Policy](#)
- [NAR's antitrust resources](#)

If you are a person with a disability who requires an accommodation to fully participate in any of the Professional Standards proceedings, please contact us at ProfessionalStandards@miamire.com or call us at (305) 468-7000 to let us know.

POR FAVOR NOTE QUE todos los procedimientos y casos se llevan a cabo en inglés. Se requiere la traducción de documentos presentados en español al inglés. Si usted necesita los servicios de un traductor o intérprete, es su responsabilidad de buscar y contratar a un traductor o un intérprete.

Procedures for Requests for Arbitration

