

**Dated:**

**Case No.....**

**In Matter of:-**

(Fill details of Petitioner/Claimant)

Vs.

(Fill details of Respondent)

**To  
The Registrar/Secretary  
Delhi Arbitration Centre  
Room/Cham. No. X-5A, Civil Wing,  
Tis Hazari Courts Complex,  
Delhi-110054**

**Sub: Application for appointment of Arbitrator**

**Sir**

1. Whereas the dispute has arisen between the Petitioner and the Respondent with respect to work done as per contract agreement containing valid arbitration clause.
2. The petitioner has invoked the arbitration clause by serving notice to the respondent u/s 21 of Arbitration & Conciliation Act, 1996 as amended up to date. On \_\_\_\_\_ (date of serving notice) the notice was served to the respondent. Copy of the notice attached.
3. There is a valid contract/agreement between the parties for supply of Goods /Services and the same was executed on \_\_\_\_\_ (date of main contract). The contract was regarding.....  
(Give brief of the description of main contract)
4. The main contract contains the valid arbitration clause as a dispute resolution mechanism. As per clause\_\_\_\_\_ of the main contract the parties have agreed to resolve the dispute under the rules and procedure of Delhi Arbitration centre, X-5A, Civil Wing, Tis Hazari Court Complex, Delhi-110054. (attach copy of Arbitration agreement/Clause)

**Or**

After the arisen of dispute the both parties have mutually agreed to resolve the disputes through the mode of Arbitration under the rules and procedure of Delhi Arbitration

centre, X-5A, Civil Wing, Tis Hazari Courts Complex, Delhi-110054. (Attach copy of consent from respondent to resolve disputes under DAC)

5. You are therefore humbly request to nominate the sole Arbitrator/Presiding Arbitrator and constitute the Arbitration tribunal to take a reference of dispute at the earliest.

Thanking you,

Yours faithfully

**(Details of the Claimant/Petitioner)**

**Enclosed:**

1. Copy of notice invoking arbitration clause
2. Copy of main contract/agreement
3. Copy of arbitration agreement/clause
4. Receipt of DAC filing fee
5. Copy of respondent consent for start arbitration if any
6. DAC Arbitration submission form