



State Bar of New Mexico
Office of General Counsel

RESPONDENT'S FEE ARBITRATION AGREEMENT

The State Bar of New Mexico's Fee Arbitration Program has received a petition for arbitration of attorney fees, a copy of which is attached for your review. If you agree to participate in the State Bar of New Mexico's Fee Arbitration Program, please sign and date the Respondent's Fee Arbitration Agreement and return it, along with your response to the petition and supporting documents, in a single PDF to feearbitration@sbnm.org within thirty (30) days of the date of the attached letter.

Instructions

- Review the Petition and Agreement for Fee Arbitration.
- If you decide to arbitrate, please return your signed and dated Respondent's Fee Arbitration Agreement along with your response to the petition and supporting documents within thirty (30) days. Your Fee Arbitration Agreement, response and all supporting documents must be submitted to us electronically in a single PDF file to feearbitration@sbnm.org. An arbitrator will not be assigned until we have received your documents.
- Retain the Fee Arbitration Procedures provided with this Agreement for your reference.

Your Fee Arbitration Agreement, response to the petition and any supporting documents will be sent to the Petitioner and the arbitrator prior to the arbitration hearing.

Your signed Fee Arbitration Agreement, response to the petition and any supporting documents must be submitted electronically in a single PDF file to State Bar of New Mexico Fee Arbitration Program to: feearbitration@sbnmm.org. For single PDF files larger than 50MB, you must submit three USB drives if requesting a single arbitrator hearing or four USB drives if requesting a three-arbitrator hearing. Each USB drive must contain the signed Fee Arbitration Agreement, response and supporting documents in a single PDF file and shall be sent by mail to the State Bar of New Mexico, Fee Arbitration Program, P.O. Box 92860, Albuquerque, NM 87199 or hand-delivered to the State Bar of New Mexico, Fee Arbitration Program, 5121 Masthead NE, Albuquerque, NM 87109.

**PLEASE RETAIN THE FEE ARBITRATION
PROCEDURES FOR YOUR REFERENCE**

RESPONDENT'S FEE ARBITRATION AGREEMENT

Respondent name: _____ Street Address: _____ City/State/Zip: _____ Phone number: _____ Email: _____	Return the signed and dated Respondent's Fee Arbitration Agreement, Response to Petition and any supporting documents electronically in a single PDF file within thirty (30) days to: State Bar of New Mexico Office of the General Counsel Fee Arbitration Program feearbitration@sbnm.org
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For amounts **between \$1,000 and \$25,000**, the hearing is before a **SINGLE** arbitrator. For amounts greater than \$25,000, please select one of the following:

I request the hearing be held before a single arbitrator; *OR*
 I request that a hearing be held before three arbitrators.

You must file your signed Fee Arbitration Agreement, Response and any supporting documents within thirty (30) days. Your Fee Arbitration Agreement, Response and supporting documents must be submitted electronically in a single PDF file to the Fee Arbitration Program to feearbitration@sbnm.org. For single PDF files larger than 50MB, you must submit three USB drives if requesting a single arbitrator hearing or four USB drives if requesting a three-arbitrator hearing. Each USB drive must contain the signed Fee Arbitration Agreement, Response and supporting documents in a single PDF file and shall be sent by mail to the State Bar of New Mexico, Fee Arbitration Program, P.O. Box 92860, Albuquerque, NM 87199 or hand-delivered to the State Bar of New Mexico, Fee Arbitration Program, 5121 Masthead NE, Albuquerque, NM 87109.

<h2><u>AGREEMENT</u></h2>	
I the undersigned hereby agree to submit to arbitration under the Fee Arbitration Procedures of the State Bar of New Mexico for the controversy concerning fees and/or costs.	
I acknowledge that I have read the attached Fee Arbitration Procedures of the State Bar of New Mexico. I agree that:	
<ol style="list-style-type: none">1. Except as may otherwise be expressly provided in these procedures, the arbitration shall be held in accordance with the New Mexico uniform Arbitration Act § 44-7A-1 et. seq. NMSA 1978.2. Any arbitration award filed with the Office of General Counsel shall be final and binding upon the parties and may be confirmed and enforced by any court of competent jurisdiction.	
_____ Respondent's signature	_____ Date
<i>Office use only</i>	
Date Sent to Respondent _____	File Stamped Date