

## DCX FINANCIAL DISPUTES ARBITRATOR CANDIDATE FAQ

**Q: What do I need to send to NCDS to apply to be an arbitrator?**

**A:** There are five documents forms that need to be sent to NCDS. Documents can be faxed to 586-790-4774 or emailed to [panel@ncdsusa.org](mailto:panel@ncdsusa.org). These are:

1. The arbitrator questionnaire (from our website)
2. The roster application (from our website)
3. The DaimlerChrysler disclosure form (from our website)
4. The W-9 tax form (from our website)
5. A copy of your resume/CV **that includes your hourly rate as an arbitrator/practitioner.**

***All of these items should be submitted to NCDS as soon as possible. Cases will start being assigned in early May, so the earlier application materials are received, the faster candidates can be trained to receive cases.***

**Q: How will NCDS make its decision as to whether I am put on the panel? Will I be notified either way?**

**A:** NCDS will examine your materials carefully to determine whether you are a good fit for our DCX panel. Included in our examination will be your subject matter knowledge and experience, your past history in any litigation with DaimlerChrysler or DCX, and other factors. You will be notified of our decision.

**Q: How do you pick which arbitrator to use? How often will I work for NCDS?**

**A:** Arbitrators will be appointed as needed by the parties. All arbitrators should expect to receive cases based on our caseload, but an exact number cannot be promised.

**Q: How much will I work if I am put on the panel, and how much will I be paid?**

**A:** NCDS will charge parties its administrative fee. You will then bill parties directly for your hourly fee as a neutral for hours worked on their case, including in the review of materials.

**Q: How long will an arbitration last? How much time before and after the arbitration would I be working on the case?**

**A:** Each case is different. On average, we would expect a DCX case to last no longer than four hours in the actual hearing, with appropriate time before the hearing for the arbitrator to read the case materials and appropriate time afterward to write the award.

**Q: What kind of training will I receive?**

**A:** Each individual chosen for the panel will receive training from NCDS in both the arbitration process and in our procedures and ethical codes. In the short-term, you will be required to participate in the following:

1. a conference call for arbitrators in your state to discuss particular procedural issues
2. a WebX training for all potential arbitrators about the arbitration process
3. the viewing of a recorded training on DVD-ROM

Additionally, this Summer, NCDS will offer a full, live training course in several states for arbitrators and arbitrator candidates for DCX.

**More questions? Email [panel@ncdususa.org](mailto:panel@ncdususa.org).**

**Thank you for applying to be an arbitrator with NCDS!!**