



**Claimant**

Name/Corporate Name
ID number/Business ID number
VAT number (if the claimant is VAT-registered)
Postal address
Nationality/Domicile
Telephone number
E-mail address
Name/Corporate Name
ID number/Business ID number
VAT number (if the claimant is VAT-registered)
Postal address
Nationality/Domicile
Telephone number
E-mail address
Name/Corporate Name
ID number/Business ID number
VAT number (if the claimant is VAT-registered)
Postal address
Nationality/Domicile
Telephone number
E-mail address

**Counsel or other representatives for the claimant**

Name and profession
Name of counsel's law firm
Postal address
Telephone number
E-mail address
Name and profession
Name of counsel's law firm
Postal address
Telephone number
E-mail address

**Respondent**

Name/Corporate Name
ID number/Business ID number
VAT number (if the claimant is VAT-registered)
Postal address
Nationality/Domicile
Telephone number
E-mail address
Name/Corporate Name
ID number/Business ID number
VAT number (if the claimant is VAT-registered)
Postal address
Nationality/Domicile
Telephone number
E-mail address
Name/Corporate Name
ID number/Business ID number
VAT number (if the claimant is VAT-registered)
Postal address
Nationality/Domicile
Telephone number
E-mail address

**Counsel or other representatives for the respondent**

Name and profession
Name of counsel's law firm
Postal address
Telephone number
E-mail address
Name and profession
Name of counsel's law firm
Postal address
Telephone number
E-mail address



**Jurisdiction:** Identification of the arbitration agreement under which the dispute is to be settled. Where claims are made under more than one arbitration agreement, identification of the arbitration agreement under which each claim is made. Where possible, please attach a copy of the arbitration agreement(s) under which the dispute is to be settled and tick (X) the relevant box under “Attachments” below.

A large, empty rectangular box with a thin black border, intended for the user to provide details regarding the arbitration agreement(s) and to indicate relevant attachments.

**Identification of any contract, other legal instrument or relationship out of or in relation to which the dispute arises**

A large, empty rectangular box with a thin black border, intended for the user to provide details about the contract or relationship causing the dispute.

**Brief description of the nature and circumstances of the dispute giving rise to the claims**

**Preliminary statement of the relief sought, together with the amounts of any quantified claims and, to the extent possible, an estimate of the monetary value of any other claims**

A large, empty rectangular box with a thin black border, intended for the respondent to provide a preliminary statement of relief sought and an estimate of the monetary value of claims.

**The claimant’s observations or proposals as to the following**

<p>The claimant’s observations or proposals as to the number of arbitrators (not applicable to expedited arbitration)</p>	
<p>The claimant’s observations or proposals as to the language of the arbitration</p>	
<p>The claimant’s observations or proposals as to the seat of arbitration</p>	
<p>The claimant’s observations or proposals as to the law or rules of law applicable to the substance of the dispute</p>	
<p><b>Where the arbitration agreement provides for arbitration under the Arbitration Rules:</b>          The claimant’s possible observations to the effect that the Expedited Rules would be more appropriate for the conduct of the arbitration than the Arbitration Rules</p> <p>or</p> <p><b>Where the arbitration agreement provides for arbitration under the Expedited Rules:</b>          The claimant’s possible observations to the effect that the Arbitration Rules would be more appropriate for the conduct of the arbitration than the Expedited Rules</p>	

**Desired transmission method for Request for Arbitration**

<p>Secure e-mail (Required: Respondent’s/Respondents’ legal representative’s e-mail address and mobile phone number)</p> <p>Courier (Required: Respondent’s/Respondents’ legal representative’s address and phone number)</p>
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**Name and contact details of the arbitrator nominated by the claimant (not applicable to expedited arbitration)**

- To complete only if the arbitration agreement provides for three arbitrators, and the parties have not agreed otherwise.

Arbitrator's name and profession

Name of the arbitrator's firm

Postal address

Telephone number

E-mail address

**Filing Fee to be paid by the claimant**

Upon filing the Request for Arbitration, the claimant(s) shall pay the Filing Fee prescribed in Article 1 of Appendix II. Please attach proof of payment of the Filing Fee and tick (X) the relevant box under "Attachments" below.

**Attachments**

Copy of the arbitration agreement under which the dispute is to be settled

Proof of payment of the Filing Fee

Other possible attachments (specify them)

**Date and signature**

Place and date

Signature and print name for the claimant (may be signed by its counsel or other duly authorised representative)

Language

The Request for Arbitration shall be submitted in the language of the arbitration as agreed by the parties. Failing such agreement, the Request for Arbitration shall be submitted in the language of the arbitration agreement.

Submission of the Request for Arbitration

The Request for Arbitration may be submitted by mail, by hand delivery or by e-mail.

By mail to:

**The Arbitration Institute of the Finland Chamber of Commerce**  
**P.O. Box 1000**  
**FI-00101 Helsinki**  
**FINLAND**

By hand delivery to: Aleksanterinkatu 17 (World Trade Center Helsinki), Helsinki

By e-mail to: [info@arbitration.fi](mailto:info@arbitration.fi)