



9550 WEST BETHEL COURT • BOISE, IDAHO 83709 • TEL: 208-376-0363 • FAX: 208-377-8066 • WWW.ADACOUNTY-REALTORS.COM

Before You File Form #A-1: Request and Agreement to Arbitrate

1. Is the respondent a member of the association?
2. Are the proper parties being named in the complaint?
3. Does an arbitrable matter exist? (Those contractual issues and questions, including entitlement to commissions and subagency compensation, that arises out of the business relationships between REALTORS® and between REALTORS® and their clients and customers).
4. The matter has not been litigated or is not the subject of current litigation.
5. If the arbitration request involves a commission dispute, confirm that the closing has taken place.
6. The amount of money involved to arbitrate is legitimate.
7. The matter is not too legally complex.
8. Is the request being filed within 180 days after the facts constituting the arbitrable matter could have been known in the exercise of reasonable diligence?
9. Does the matter describe a mandatory arbitration situation, involving a dispute:
 - a. Between a REALTOR or nonresident (principal) members of different firms?
 - b. Between a REALTOR or nonresident member (other than a principal), or a REALTOR Associate, and a REALTOR or nonresident member (other than a principal), or REALTOR Associate in a different firm provided the principal joins in the request and requests arbitration with the principal broker of the other firm?
 - c. Between a client and a REALTOR or nonresident member, if the client agrees to be bound by the arbitration?
10. Does the matter describe a voluntary arbitration situation, involving a dispute:
 - a. Between REALTORS, REALTOR Associates, and nonresident members affiliated with the same firm?
 - b. Between REALTORS (principals) or nonresident (principals) and non-member brokers?
 - c. Between a customer and a REALTOR or nonresident member, if a contractual agreement has been created and all parties agree to be bound by the decision?