

TO: All Dauphin County Attorneys
RE: Selection of 2017/2018 Dauphin County Arbitrators

Pursuant to Local Rule 1302 of the Dauphin County Court of Common Pleas, the Bar Association participates in the nomination process for the selection of Dauphin County Arbitrators to hear cases involving \$50,000 or less. **Any attorney whose practice is located in Dauphin County may apply.**

Dauphin County has an arbitration procedure whereby attorneys sit as arbitrators for a two-year term. There are six (6) panels with each panel sitting twice a year. The cases are heard one (1) week each month with the schedule appearing on the Court Calendar. For the 2015/2016 term, the 12 associate arbitrators were paid \$2,600.00 per year, and the 6 panel chairs received \$3,300 per year. **Consecutive terms are not permitted.**

If you are willing to serve as an Arbitrator for a period of two (2) years, please complete the attached questionnaire and return it by **Friday, September 2, 2016** to the Dauphin County Bar Association, 213 North Front Street, Harrisburg, PA 17101. Upon receipt of the questionnaires, the Board of Directors will select approximately thirty (30) names and submit these names to the Dauphin County Court. The Court will then select attorneys from that number to serve as arbitrators.

QUESTIONNAIRE FOR PROSPECTIVE ARBITRATORS

Please include my name on the list for possible selection as an Arbitrator for the period of January 1, 2017 through December 31, 2018. In support of this request, kindly note the following information.

1. I was admitted to practice before the various courts of the Commonwealth on _____, and (have) _____ (have not) engaged in the practice of law continuously since then. Supreme Court ID #: _____.
2. I am a (partner), (associate) (of counsel) (solo practitioner) in the (firm) (law office) of _____. I have been practicing in Dauphin County since _____.
3. My business address is: _____
_____ Email: _____
4. My telephone number is _____ My fax number is _____
5. My area of concentration is _____
6. In the past 5 years I have been lead or assistant trial counsel in (list the quantity):
 - A. _____ Jury Trials
 - B. _____ Bench Trials
 - C. _____ Compulsory Arbitrations
7. I previously served as an arbitrator from _____ to _____
I (was) (was not) chair of the panel during that term.
8. I (would) (would not) be willing to serve as chair of an arbitration panel.
9. I (have) (have not) been disciplined by the Supreme Court of the Commonwealth. If answered affirmatively, state the circumstances of the disciplinary action. (This material will be treated confidentially).

10. I have served as a hearing officer in the following agency/department: _____
From _____ to _____.

Name: _____
(Signature of Applicant)

(Printed Name of Applicant)

Please complete and return to: Dauphin County Bar Association **by: Friday, September 2, 2016**
213 North Front Street
Harrisburg, PA 17101

Contact Liz Simcox, Executive Director of the Dauphin County Bar Association at (717) 232-7536 or liz@dcba-pa.org with any questions regarding this form or the selection process.