



Please read the Rules and the Frequently Asked Questions carefully. They will answer most of your questions about this service of the State Bar. The entire Fee Arbitration process takes an average of eleven months to complete. Please understand that the State Bar of Georgia cannot represent you, give you any legal advice, or change the outcome of a court decision. Please note that the Fee Arbitration Program does not arbitrate fee disputes in which the amount in dispute is \$1,000.00 or less.

If you wish for your fee dispute to be considered, complete and return the original Petition and any attachments. Please **ANSWER ALL QUESTIONS COMPLETELY, BEING AS BRIEF AS POSSIBLE**. Failure to complete the Petition and to follow the instructions below may result in your file being delayed or closed.

To speed the processing of your case:

1. **Do not alter the form.**
2. **Your submission is limited to 50 pages including exhibits.**
3. **Please TYPE or WRITE LEGIBLY in dark blue or black ink only.**
4. **Please DO NOT USE STAPLES, BINDERS, OR TABS on any pages of the Petition and attachments.**
5. **Please DO NOT write on the back of any pages of your submission other than the Petition form itself.**
6. **DO NOT attach a copy of any grievance you may have filed, or plan to file, with the Office of General Counsel.**
7. **Use ONLY standard 8 1/2" by 11" paper.**

In the meantime, you have the right to, and we urge you to, exert your best efforts to resolve the dispute directly with the other party.

HEADQUARTERS

104 Marietta St. NW, Suite 100
Atlanta, GA 30303-2743
404-527-8700 • 800-334-6865
Fax 404-527-8717
www.gabar.org

COASTAL GEORGIA OFFICE

7402 Hodgson Memorial Drive, Suite 105
Savannah, GA 31406
912-239-9910 • 877-239-9910
Fax 912-239-9970

SOUTH GEORGIA OFFICE

244 E. 2nd St. (31794)
P.O. Box 1390
Tifton, GA 31793-1390
229-387-0446 • 800-330-0446
Fax 229-382-7435

State Bar of Georgia Petition for Fee Arbitration



TO: COMMITTEE ON ARBITRATION OF ATTORNEY FEE DISPUTES
State Bar of Georgia, 104 Marietta Street, NW, Suite 100, Atlanta, Georgia 30303
(404) 527-8750

DO NOT ALTER THIS FORM.

Answer **ALL** questions in the blank provided in standard blue or black ink. **DO NOT USE** staples, binders, tabs, etc.
Your entire submission is limited to 50 pages. [Rule 6-201 (a)]

Date: _____ [Rule 6-201 (e)]

Is Petitioner the: Client Attorney/Firm Other _____

Petitioner's Name:
[Rule 6-201 (b)] _____

Mailing Address: _____
City State/Zip

Telephone #: _____ Email: _____

Respondent's Name:
[Rule 6-201 (b)] _____

Mailing Address: _____
City State/Zip

Telephone #: _____ Email: _____

1. What is the total amount of the attorney's fee? \$ _____
2. How much of this amount is in dispute? [Rule 6-204 (c)] \$ _____
3. How much has been paid to the attorney? \$ _____

4. **EXACTLY** what date did the fee dispute first arise (month/day/year)?
[Rule 6-204 (f)] _____

5. Provide the beginning and ending dates (month/day/year) of representation.
[Rule 6-204 (f)]

Start Date	End Date

6. Where (city & state) were the legal services performed or supposed to have been performed? [Rule 6-204 (b)]

7. For which field of law (type of case or legal services) was the attorney employed?

8. Briefly, list the main reasons you believe the fee is not correct (or is correct). [Rule 6-201 (a)]

a) _____

b) _____

c) _____

d) _____

e) _____

PLEASE ANSWER ALL QUESTIONS!

9. Please state in **DETAIL** (1) the nature of the dispute, (2) the particulars of your position, and (3) all relevant dates. Attach a narrative and include documents and exhibits to support your position. This is your opportunity to explain your side of the fee dispute. Please be complete, yet concise, in answering this question. Your entire submission cannot exceed 50 pages. [Rule 6-201 (a)]

10. Have you made a good faith effort to resolve this dispute? Yes No

If the answer is yes, list the details of that effort including all offers made or received. If the answer is no, you should do so before filing this Petition. [Rule 6-201 (c)]

11. Regarding this fee dispute, has there been a lawsuit filed in court concerning these legal fees? **If the answer is yes, enclose a full explanation and copies of all pleadings.** [Rule 6-204 (e)] Yes No

12. Is there a written contract? (If **yes**, attach a copy) [Rule 6-412] Yes No

By filing this Fee Arbitration Petition, I agree to be bound by the result of the arbitration. [Rule 6-201(d)] I certify that the above information is true and correct. I certify that I have read the explanatory brochure entitled, "The Fee Arbitration Program," and the Rules which govern this public service of the State Bar of Georgia. I understand that I am waiving other legal rights including the right to bring a lawsuit on this fee dispute. I understand that my decision to be bound by the result of the arbitration may be irrevocable under Rule 6-206. I agree to pay any unpaid fees or refund any overpayment in accordance with the award and to do so promptly. I certify that no promises have been made to me regarding the results of the arbitration and that this Petition is filed by me in a voluntary effort to finally resolve the fee dispute recognizing that the results may be favorable or unfavorable to my position.

Date: _____
[Rule 6-201 (e)]

Your Signature: _____
[Rule 6-201 (f)]

Co-Petitioner's Signature: _____
[Rule 6-201 (f)]

Co-Petitioner's Signature: _____
[Rule 6-201 (f)]

On separate paper, please provide the name, address, telephone number, and email address for **each** Co-Petitioner.

The numbers **in brackets []** refer to the specific Fee Arbitration Rule from the Supreme Court of Georgia that relates to the question you are answering on the Petition. Please read the listed Rule so that you will better understand the purpose of the question.

Please answer **ALL QUESTIONS** completely providing specific factual information. If more space is needed, attach other pages. **YOU MUST ATTACH RELEVANT DOCUMENTS SUCH AS COPIES OF CONTRACTS, CORRESPONDENCE OR STATEMENTS. Your entire submission is limited to 50 pages.** If you have any questions regarding this Petition or the Fee Arbitration process, please call the State Bar of Georgia, (404) 527-8750.

NOTE: Not all fee disputes are accepted for arbitration. Only those which meet the jurisdictional requirements of the Fee Arbitration Rules, and which are determined by the Committee on the Arbitration of Attorney Fee Disputes to have sufficient merit to warrant the full arbitration process are heard. You will be notified by mail if jurisdiction of your dispute is accepted or declined.