FORM #7

STATE OF NORTH CAROLINA
COUNTY OF _____

IN THE GENERAL COURT OF JUSTICE
DISTRICT COURT DIVISION
FILE # _____ CVD_____

_____)
(Plaintiff))
-vs-)
)
_____)
(Defendant))

PRE-ARBITRATION SUBMISSION

Rule 3(b) of the Arbitration Rules provide: "at least ten (10) days before the date set for the hearing, the parties shall exchange: (1) lists of witnesses they expect to testify; (2) copies of documents or exhibits they expect to offer into evidence; and (3) a brief statement of the issues and their contentions. Parties may agree in writing to rely on stipulations and/or statements, sworn or non sworn, rather than a formal presentation of witnesses and documents, for all or part of the hearing." Plaintiff/Defendant hereby states:

A. I expect to call as witnesses to testify in the arbitration hearing:
1. _____
2. _____
3. _____

(I have listed all that I may call. I am not required to call all the witnesses that I have listed).

B. I expect to offer as documents or exhibits into evidence:
1. _____
2. _____
3. _____

(I have attached copies of all the above listed documents to the Pre-Arbitration Submission. I understand that failure to provide all parties with any documents ten days prior to the hearing may be grounds for its exclusion at the hearing). **A COPY OF ALL DOCUMENTS SHOULD BE MAILED OR DELIVERED TO ALL OPPOSING PARTIES.**

C. It is my contention that the issues involved in this matter are briefly stated as follows:_____
_____
_____
_____
_____.

I certify that a copy of this Submission was served by:
___ depositing a copy enclosed in a postpaid properly addressed wrapper in a post office or official depository under the exclusive care and custody of the United States Postal Service directed to
_____ plaintiff _____plaintiff's attorney
_____defendant _____defendant's attorney
_____by facsimile to: __ Plaintiff __ Defendant __ Plaintiff's Attorney __ Defendant's Attorney
____delivering a copy personally to
_____plaintiff _____plaintiff's attorney
_____defendant _____defendant's attorney

This is the _____ day of _____ _____.

_____
Signature