

[maps Arbitration Services FAQ](#)

What Arbitration services does maps provide?

maps administers arbitration proceedings and offers a robust panel of highly-skilled, experienced neutrals.

What sets the maps Arbitration process apart from others?

Two things set our services apart:

- first, we strive to provide a streamlined process, free of burdensome bureaucracy, which allows the parties to move their matter to conclusion quickly and easily;
- second, our fee structure is designed to provide reasonable costs and avoid unnecessary expense.

How does maps help ensure a streamlined process so that arbitration is not just full-blown litigation by another name?

We do this primarily by following a pre-hearing process that provides for streamlined information exchange. For example, that process will generally require full document exchange, and allows for limited depositions; but interrogatories and requests for admissions are generally limited and discouraged. Further, while dispositive motions and motions in limine are available, they are generally discouraged.

Does maps have its own Arbitration Rules?

Yes, maps publishes its own Arbitration Rules. We can also arbitrate your matter in accord with other institutional rules (e.g. AAA, JAMS) if the parties' arbitration agreement provides that the matter must be arbitrated in accordance with a particular institution's rules.

How much does Arbitration cost?

There are two categories of arbitrations – small/consumer arbitrations and general arbitrations.

Small/Consumer Arbitrations: For these cases valued at not more than \$25,000, we charge a flat fee which includes administration and arbitrator time.

General Arbitrations: There is an administrative fee (which may vary in accordance with the number of parties and amount in dispute) and the hourly rate charged for Arbitrator time.

Our free structure is updated from time to time and is available on our website and upon request.

Which party bears the cost of arbitration?

The parties' arbitration agreement dictates how costs are allocated.

How is Arbitration initiated?

Either party to an arbitration agreement may file an arbitration demand. You do that by using the maps arbitration demand form and filing that with a copy of the parties' arbitration agreement, or you can transmit a copy of any court pleadings (e.g. complaint and motion to stay/compel arbitration) with a copy of the parties' arbitration agreement.

What happens after the demand for Arbitration is filed?

The other party is served with the Arbitration demand. maps will then set an initial conference for the purpose of selecting an Arbitrator.

How is the Arbitrator selected?

The Arbitrator(s) is selected in one of two ways: The parties may review our Panel of Arbitrators and agree to their Arbitrator. Absent agreement, you will use our selection process, which works like this: The Administrator will provide the parties with a list of several Panel members. The parties will then review that list, strike from it a limited number of names, and rank the remaining names. The Administrator will then compare the parties' lists and identify the highest-ranked Arbitrator who will then serve as the Arbitrator for your matter.

How many Arbitrators will there be?

There will be one Arbitrator unless the parties' arbitration agreement provides for a tribunal of three Arbitrators.

Where are Arbitrations held?

For local matters, your arbitration can be held at one of our locations (Metairie, Mandeville, Baton Rouge), or by agreement of the parties can be held at an offsite location (e.g. law firm, hotel, or other office space). Our Arbitrators are available to arbitrate matters anywhere in the world.

Can arbitrations be done by Zoom?

Yes, by agreement of the parties.

May witnesses testify by Zoom?

Yes, with approval of the Arbitrator.

How long does the Arbitration process take?

We encourage the parties to move the matter to hearing within six months.

How do I obtain more information?

Please see our website at www.maps-adr.com, email us at resolutions@maps-adr.com or call us at (800) 443-7351.