



Global Notification Authorization Form

Please complete, sign, and send the form as an attachment to membership@arbfile.org.

Arbitration Forums, Inc. (AF) is committed to exceeding the growing needs of our membership through advanced technologies. Receiving notifications electronically ensures immediate notice of an arbitration filing against your company and could eliminate the delay and/or any problems associated with USPS mail, including potential errors with incomplete/incorrect mailing addresses being used for your company. **Member Companies are responsible for contacting AF if/when the email address needs to be updated.** As such, companies waive the right to raise a Condition Precedent as defined in the AF Reference Guide Preamble and Condition Precedent.

Company Information

Company Name: _____ Company Code: _____
[Click here](#) to find your Company Code.

Company Point of Contact

Name (First, Last): _____ Title: _____ Telephone: _____

Email Address: _____

Note: The company point of contact listed above may submit any future change(s) to membership@arbfile.org no later than seven days prior to the effective date of the requested change(s).

Global Email Address

Global Email Address: _____ Preferred Activation Date: _____

Optional – In the event your company would like the global email to be used even when there is a response and Representative email on docket, initial here _____. **Note: By initialing, you agree that all notifications should be sent to the global email only.**

Authorized Officer of the Company

Important: The Electronic Notification Authorization Form must be signed by a corporate officer, senior-level executive, or an individual who has the authority to bind your organization to a nationwide contract.

Name (First, Last): _____ Title: _____ Email Address: _____

Telephone: _____

Signature: _____ Date: _____

I acknowledge and understand the email address(es) provided is/are current and correct. This authorization is considered effective until further written notice is received by AF. Any change(s) must be submitted with a new form via email to membership@arbfile.org seven days prior to the effective date of the requested change(s).