

**ORANGE COUNTY BAR ASSOCIATION
MANDATORY FEE ARBITRATION COMMITTEE**

Post Office Box 6130, Newport Beach, California 92658
Telephone: 949-440-6700 Facsimile: 949-440-6710

In the Matter of the Arbitration of _____ PETITIONER(S) and _____ RESPONDENT(S)	OCBA CASE NO.: <p style="text-align: center;">NOTICE OF CONTINUANCE OF HEARING</p>
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TO: ALL PARTIES AND TO THEIR ATTORNEYS OF RECORD HEREIN:

NOTICE IS HEREBY GIVEN that the above-entitled matter has been scheduled for hearing as follows:

Date:	Location:	
Time:		

NOTICE IS FURTHER GIVEN that:

- (1) This arbitration hearing shall be conducted pursuant to Orange County Bar Association Rules of Procedure for Mandatory Fee Arbitration (OCBA MFA Rules). Parties shall review the subject OCBA MFA Rules, previously provided to all parties, prior to the hearing.
- (2) Parties are expected to introduce evidence at the hearing and may call witnesses. If a party requires a subpoena to compel attendance of any witnesses or production of any written evidence, see OCBA MFA Rule 18.
- (3) If any party is to be represented by an attorney at the hearing, the party shall provide the name, address and telephone number of such attorney to the presiding arbitrator, OCBA Mandatory Fee Arbitration Committee and to all other parties as soon as ascertained and not later than 24 hours prior to the scheduled hearing.
- (4) Parties are requested to provide copies of all documentary evidence which the party intends to introduce into evidence at the hearing to the presiding arbitrator and all opposing parties not later than seven (7) business days prior to the scheduled hearing.
- (5) If any party fails to appear at the hearing, the arbitrator(s) may hear and determine the controversy upon the evidence presented notwithstanding such failure to appear.

The parties are advised that voluntary settlements are encouraged. If a settlement is achieved, all parties should notify the presiding arbitrator by telephone immediately and should notify the Orange County Bar Association Mandatory Fee Arbitration Committee and the presiding arbitrator in writing as soon as practicable.

Dated:

(Name of Presiding Arbitrator)

(Signature of Presiding Arbitrator)

(Telephone Number of Arbitrator)

CERTIFICATE OF MAILING

STATE OF CALIFORNIA, COUNTY OF ORANGE

I am employed in the County of Orange, State of California. I am over the age of eighteen (18) and not a party to the within action. My business address is _____

I am readily familiar with the firm's business' practice for collection and processing of correspondence for mailing with the United States Postal Service. In the ordinary course of business, it is the firm's business' practice that the correspondence be deposited with the United States Postal Service on the date shown in the service declaration. The name and address of the person(s) served as shown on the envelope is set forth herein below. The correspondence was placed for deposit in the United States Postal Service on the date and at the place of business shown hereinabove. The envelope was sealed and placed for collection and mailing on the date shown below following ordinary business practices. I understand that upon motion of the person served, service shall be presumed invalid if the postal cancellation date or the postage meter date on the envelope is more than one day after the date of deposit for mailing contained in this declaration. [CCP §1013a].

The Notice of Hearing was deposited addressed as follows:

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Dated: _____

(Signature)