

TO: All Dauphin County Attorneys
RE: Selection of 2025 / 2026 Dauphin County Arbitrators

Pursuant to Dauphin County Local Rule 1302, the Bar Association will advertise and collect applications for the selection of Dauphin County Arbitrators to hear cases involving \$50,000 or less.

Dauphin County has an arbitration procedure whereby attorneys sit as arbitrators for a two-year term. There generally are six (6) panels with each panel sitting twice a year. The cases are heard one (1) week each month with the schedule appearing on the Court Calendar. For the 2023 / 2024 term, the 12 associate arbitrators were paid \$1,300.00 a week served, and the 6 panel chairs received \$1,650 a week served. **Consecutive terms are not permitted and professional liability insurance is REQUIRED.**

*If you are willing to serve as an Arbitrator for a period of two (2) years, please complete the attached questionnaire and return it by **Monday, September 9, 2024** to the Dauphin County Bar Association, 213 North Front Street, Harrisburg, PA 17101 or email to Bridgette@dcba-pa.org. Upon receipt of the questionnaires, the Dauphin County Bar Association will submit all applications to the Dauphin County Court Administrator on September 15, 2024.

QUESTIONNAIRE FOR PROSPECTIVE ARBITRATORS

Please include my name on the list for possible selection as an Arbitrator for the period of January 1, 2025 through December 31, 2026. In support of this request, kindly note the following information.

1. I was admitted to practice before the various courts of the Commonwealth on _____, and (have) (have not) engaged in the practice of law continuously since then. Supreme Court ID #: _____.
2. I am a (partner), (associate) (of counsel) (solo practitioner) in the (firm) (law office) of _____. I have been practicing in Dauphin County since _____.
3. My business address is: _____ Email: _____
4. My telephone number is _____ My fax number is _____
5. My area of concentration is _____
6. In the past 5 years I have been lead or assistant trial counsel in (list the quantity - if no number is listed, a 0 will be placed):
 - A. _____ Jury Trials
 - B. _____ Bench Trials
 - C. _____ Compulsory Arbitrations
7. I previously served as an arbitrator from _____ to _____
I (was) (was not) chair of the panel during that term.
8. I (would) (would not) be willing to serve as chair of an arbitration panel.
9. I (have) (have not) been disciplined by the Supreme Court of the Commonwealth. If answered affirmatively, state the circumstances of the disciplinary action. (This material will be treated confidentially).

10. I have served as a hearing officer in the following agency/department: _____
From _____ to _____.

Name: _____
(Signature of Applicant)

(Printed Name of Applicant)

Please complete and return to: Dauphin County Bar Association, 213 North Front Street, Harrisburg, PA 17101; Fax: 717-909-1917; Email: bridgette@dcba-pa.org by: **Monday, September 9, 2024.**

Contact Bridgette Hilbish at (717) 232-7536 ex. 4 or bridgette@dcba-pa.org with any questions regarding this form.