

GURGAON ARBITRATION COUNCIL

An initiative of Dist. Admin Gurgaon

NOTICE TO RESPONDENT

CASE/

DATE: _____

OFFICIAL

To

Respondent's Name

Customer Care Department,

Address _____

Email ID: _____

Reference the Case No: _____ registered against your enterprise.

Notice is hereby given for your response to the attached complaint within 7 days from the receipt of this notice.

Summary Dispute Details covering:

- a. History of case with self attested copies
- b. Point of Disagreement with Respondent

You are required to pay a fee of Rs. 1,000 by Cheque/ DD in favor of REDCO Haryana at DTP Office for processing the case. You are required to give an undertaking as below at the DTP office at the time of payment of fee.

Signature

.....

Respondent's Undertaking

CASE/

DATE: _____

I undertake to abide by the ruling of the Gurgaon Arbitration Council (GAC)

Please tick one:

I state that the following Police Complaints/ Court Cases are concurrently going on with respect to this case

I state that there are No Police Complaints/ Court Cases concurrently in this case

I will accept the award of Arbitration Council as final and will not seek recourse to any other Legal/ Quasi Legal forum and withdraw any existing Police Complaint / Court Case.

Signature of Respondent