**NEAC**

Arbitrator’s Name

Arbitrator’s Bar Number

Arbitrator’s Firm Name

Arbitrator’s Address

Arbitrator’s Phone Number

DISTRICT COURT

CLARK COUNTY, NEVADA

 )

 )

 )

 Plaintiff, )

 )

v. ) CASE NO. A-

 ) DEPT NO.

 )

 Defendants. )

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

**NOTICE OF EARLY ARBITRATION CONFERENCE**

**TO:** , attorney for Plaintiff; and

**TO:** , attorney for Defendant.

 Pursuant to NAR 11, YOU WILL HEREBY TAKE NOTICE that an Early Arbitration Conference has been set for the day of , 20\_\_, at the hour of a.m./p.m., at my office located at **OR** by telephone.

 Each party must be prepared to confer, exchange documents, identify witnesses known to the parties which would otherwise be required pursuant to NRCP 16.1, and to formulate a discovery plan, including types of discovery to be permitted and a time to accomplish the discovery pursuant to NAR 12.

 DATED this day of , 20\_\_.

 ARBITRATOR

ARB FORM 37 (1 of 2)

CERTIFICATE OF SERVICE

 I hereby certify that on the day of , 20\_\_, I mailed a copy of the foregoing NOTICE OF EARLY ARBITRATION CONFERENCE in a sealed envelope, to the following counsel of record and that postage was fully prepaid thereon ***OR*** this document was served via E-Service:

 EMPLOYEE OF ARBITRATOR

ARB FORM 37 (2 of 2)