

Notice for alleged misconduct (and form of reply)

To

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('the Member')

Address

Being a member of the club/association

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('the Club')('the Association')

Address

A report has been brought to light against you onwhere you are alleged to have acted contrary to the rules of [the Club][the Association] in the following way;

(Continue on separate sheet if insufficient space)

(Note : Please describe the incident which is a misconduct with the details such as time, place and actual incident and ensure that all the details of incident should be given in such a way as if the incident can be properly understood)

The alleged act mentioned above if has been proven will amount to misconduct on your part under the following rules;-

You are, hereby, called upon to file your written explanation using the space on page 3 within 21 days hereof, as to why action should not be taken against you. An enquiry into the above charges will be held by an Adjudicator appointed by the London Arbitration Centre. The date, time, place and name of the Adjudicator will be intimated to you separately.

Please note that if you fail to provide any written explanation, the Adjudicator may hold the enquiry in your absence.

Signed by

print name

On behalf of (Club/Association)

Position

DATED.....

A copy of this form should be sent to the London Arbitration Centre Limited, LAC Postal Communications Centre, 62 Tunstall Drive Accrington Lancashire BB5 5DG or by email registrar@londonarbitrationcentre.com together with any applicable fee.

