



**FORM A**  
**EXEMPTION FROM REQUIREMENT TO PROVIDE PROOF OF INSURANCE**

As part of the Gold Standard approach to ADR in Canada, the ADR Institute requires active Chartered Mediators and Chartered Arbitrators to provide proof of a minimum of \$1 million insurance coverage for their protection and for the protection of those for whom they provide services. Exemptions are available in two cases:

- (a) Where a Chartered member conducts mediations or arbitrations for an employer or
- (b) Where a Chartered member is fully retired.

Proof of insurance is required if you are a member of a Law Society or any other professional organization.

**How to Claim Your Exemption**

Please check (a) if you are applying for exemption as a Mediator or Arbitrator conducting mediations or arbitrations for an employer or (b) if you are applying for exemption as a retired member.

**(a) Arbitration or Mediation for an Employer**

- I act as an Arbitrator and/or Mediator for my employer only and do not perform arbitrations or mediations outside the scope of my employment.
- I agree to notify and provide ADR Institute of Canada with appropriate proof of insurance if my circumstances change or, should I decide to perform arbitrations or mediations beyond the scope of my employment.

**(b) Retired Members**

- I am a retired member and no longer conduct mediations or arbitrations.
- I agree to notify and provide ADR Institute of Canada with appropriate proof of insurance should I decide to conduct an arbitration or mediation.

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_