**ARAB CENTER FOR DISPUTE RESOLUTION  
  
P.O. BOX 921 100   
AMMAN 11192 JORDAN  
ACDR Complaint Transmittal Form**

**In the Matter of the Request for Domain Name Dispute Resolution**  
  
Complainant submits the Complaint herein, in connection to a domain name dispute, requests a decision by an Administrative Procedure, as provided by the Arab Center for Dispute Resolution (ACDR) in accordance with the Uniform Domain Name Dispute Resolution Policy (UDRP) adopted by the Internet Corporation for Assigned Names and Numbers (ICANN) on October 24, 1999, the Uniform domain Name Dispute Resolution Policy Rules, and the Supplemental Rules of the Arab Center for Dispute Resolution (ACDR).   
  
The Complaint shall be governed by the Policies as set out as follows:   
  
•    ICANN Uniform Domain Name Dispute Resolution Policy (“the Policy”);  
The UDRP Policy can be found at <http://www.icann.org/udrp/udrp-policy-24oct99.htm>  
  
•    ICANN Rules for Uniform Domain Name Dispute Resolution Policy (“the Rules”);  
The UDRP Rules can be found at <http://www.icann.org/en/dndr/udrp/uniform-rules.htm>  
  
•    ACDR Supplemental Rules for Uniform Domain Name Dispute Resolution Policy (“the Supplemental Rules”)  
  
The ACDR Supplemental Rules, as well as other information concerning the resolution of domain name disputes can be found at [http://www.acdr.aipmas.org](http://www.acdr.aipmas.org/)  
  
Complainant hereafter requests the Provider to give actual notice: complaint is to be served upon Respondent as well as ICANN, via appropriate transmission.  
  
Complainant hereby brings to the attention of the Arab Center for Dispute Resolution (ACDR), the Service Provider, its intent to submit to dispute resolution and affirms the assertions and representations made herein as accurate and true to the best of its knowledge, in the matter of its Complaint for Domain Name Dispute Resolution.  
  
Pursuant to your Domain Name Registration agreement, you (Respondent) are hereby required to submit to and participate in a Mandatory Dispute Resolution Procedure in the event that a third party (a Complainant) submits a complaint concerning a domain name that you have registered, for resolution by the Arab Center for Dispute Resolution (a dispute resolution service provider accredited by ICANN enabling the center to conduct Domain Name Dispute Resolution Proceedings). You will find the name and contact details of the Complainant, and the domain name(s) in dispute that is/are the subject of the Complaint in the document that accompanies this Coversheet.  
  
The ACDR shall conduct the required procedures to ensure Complainant is within the norms of the Uniform Domain Name Dispute Resolution Policy, the UDRP Rules and the Arab Center for Dispute Resolution Supplemental Rules for Uniform Domain Name Dispute Resolution Policy (the Supplemental Rules) upon receipt of the fees from Complainant.   
  
**You (Respondent) are requested to submit the pleadings (complaint/response) through e-mail.  You will be informed of the official commencement date of the administrative proceeding, from which you shall have 20 calendar days to submit a response. Retaining legal counsel of choice is optional.**  
  
ADDITIONAL CONSIDERATIONS  
  
As stipulated in the ACDR supplemental rules, the Center communicates solely via e-mail.  The limit of file size and of communications of hard copies of documentation is established. Please refer to our FAQs section for further information.  
The Complainant hereby agrees to submit to the rules and procedures of the Policy, the Rules and the Supplemental Rules.   
Respondent whose domain name is registered receives transmittal cover sheet and a copy of the Complaint (brought by Complainant)  
Concerned Registrar shall be informed about the commencement date of the proceeding.  
PAYMENT AND DOCUMENT INFORMATION  
i)    Fee payment shall be submitted to the Center. Please contact us for more details.   
Any additional documentation and supporting information to the Complaint as appropriate may be annexed.  
ii)    In order to ensure timely processing of this Complaint, please attach THE ORIGINAL REGISTRATION AGREEMENT INCORPORATING THE APPLICABLE ICANN POLICY.  
  
Please annex any other supporting evidence, including a copy of the policy applicable to the domain name(s) in dispute and any trademark or service mark registration upon which the Complaint relies, together with a schedule indexing such evidence.  
iii)    The Complaint may relate to more than one domain name, provided that the domain names are registered by the same domain-name owner.  
iv)    The Complaint shall be submitted in electronic form in accordance with the Rules to:ACDR@aipmas.org.  
(v)     The appropriate fees are transmitted in accordance with the procedures enumerated in the Supplemental Rules.  
vi)    Any and all communications by a Party shall be addressed to the ACDR  Case Administrator who will forward to the Parties concerned, as appropriate.