

A CHECKLIST OF MATTERS TO CONSIDER FOR PRELIMINARY ARBITRATION CONFERENCE*

What	Who	When
Issues to be arbitrated		
Form of arbitration (simple/normal/complex)		
Form of arbitration (on the papers / limited cross- examination / hybrid)		
Lawyers present		
Specific discovery & production required		
Agreement about pool		
Agreement about issues (division / weight / proposed retention of assets)		
Agreement about facts		
Joint briefing of expert witnesses		
Agreed bundle of exhibits		
Affidavits from witnesses		
Recording of evidence (Formal or informal)		
Time limits for evidence / cross- examination		
Outline of argument / oral submissions / written submissions		
Date of arbitration hearing		
Date of award		

Bruce W. Thiele LLB

Barrister-at-Law

Nationally Accredited Mediator

Family Dispute Resolution Practitioner

Member of the Australian Institute of Family Law Arbitrators and Mediators

Accredited Specialist Family Law(QLS)



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