

NOTICE OF HEARING

Client

VCBA CASE NO. _____

Attorney

TO, _____, THE CLIENT AND

TO, _____, THE ATTORNEY IN THIS CASE

PLEASE NOTICE THAT THE HEARING OF YOUR CASE WILL BE HELD ON

DATE:

TIME:

PLACE:

You should bring with you to the hearing all the witnesses and documents involved in the fee dispute.

If either the attorney or the client does NOT appear at the hearing, the arbitrator(s) still may decide the dispute after considering whatever evidence is produced. **Effective January 1, 1993, any party who willfully fails to appear at the arbitration hearing as provided for under the rules of procedure governing this proceeding, shall not be entitled to a trial in the civil court after a non-binding arbitration. The arbitrator(s) may include findings in the award as to the willfulness of any party's non-attendance at the hearing. In addition, no party shall be permitted to participate in the hearing without having first paid the applicable fee.**

Voluntary settlement between the attorney and client is encouraged. If you are able to reach a settlement agreement before the hearing, please send written notification to the Ventura County Bar Association and the undersigned as soon as possible. Written notification may be mailed and/or faxed.

Dated: _____

Panel Chair Signature

Printed Name