

**APPENDIX 2**

**REPLY FORM**

**SPORT DISPUTE SOLUTIONS IRELAND**



**SPORT DISPUTE  
SOLUTIONS IRELAND**

## CHECKLIST OF INFORMATION TO BE INCLUDED WITH THE REPLY

**SDSI Arbitration Reference Number** \_\_\_\_\_

- Name and contact details of person/organisation making the Reply.  
(the Respondent or Other Party)
- Name and contact details of person/organisation representing the Respondent
- Have you included details of other parties potentially affected by this arbitration?
- Have you indicated whether you agree to the jurisdiction of SDSI to hear  
the arbitration?
- Have you indicated whether you need an urgent appeal?
- Have you included your statement of defence or counterclaim?
- Is this Reply being lodged within 10 days under Standard Arbitration/  
14 days under Appeal Arbitration?
- Have you included any other document or information upon which your  
defence/counterclaim is based?
- Have you included any statements from witnesses or experts?
- Have you included any procedural matters that have been agreed?
- Have you requested any documents from the Appellant/Initiating Party?
- Have you copied this Reply to the Appellant/Initiating Party?

## 1. NAME AND ADDRESS OF RESPONDENT

Name of Respondent (Individual or Organisation):

*If the respondent is an organisation the person representing the organisation must have the authority to represent the organisation in the arbitration.*

Contact details of the Respondent (address, phone, fax, email):

Details of Barrister/Solicitor or other Representative of the Respondent (if any):

Should all correspondence be sent to **Respondent**  or **Representative**

If the Respondent is **under eighteen**, please include contact details of parents/guardians:

Parent or legal guardian's signature:

\_\_\_\_\_

*If the appeal is being filed by more than one Respondent, please set out the details of the other Respondent(s) on a separate page, which shall be appended to this form.*

## 2. AFFECTED PARTIES

Are there any other affected Parties, if so, please include their details below and reasons why they may be affected by the arbitration:

If the Respondent wishes to identify additional parties as affected parties, please set out the contact details of such additional parties on a separate page, which shall be appended to this form. *Please note that identifying an individual or organisation as a potentially affected party will not automatically involve that individual or organisation as a party to the arbitration.*

## 3. JURISDICTION OF SDSI TO HEAR THE APPEAL

An appeal against a decision of a sports federation, association or other sports-related body may be filed with SDSI only insofar as the statutes or regulations of the said body so provide, or if a specific arbitration agreement providing for JSI arbitration has been concluded between the parties and, unless the parties otherwise agree, insofar as the Appellant/Initiating Party has exhausted all other procedures available under any applicable regulations of the said body or organisation.

Do you agree to the jurisdiction of SDSI to hear the present appeal? **Yes**  **No**

If you object to the jurisdiction of SDSI to hear this appeal, please set out the reasons for your objections:

**4. URGENT HEARING**

Do you apply for the present arbitration to proceed in an urgent manner? **Yes**  **No**

If so, please describe the reasons why this procedure should take place urgently. If the Parties have already reached an agreement regarding an urgent procedure, please detail below:

**5. STATEMENT OF DEFENCE/COUNTERCLAIM**

Please include an outline of the details of your defence or counterclaim (use a separate page if necessary):

**6. CONFIRMATION OF APPEAL BRIEF**

If applicable, please confirm your agreement with all or part of the Appellant's/Initiating Party's Notice of Arbitration/Notice of Appeal or Statement of Claimant of Arbitration, including any application that the Appellant/Initiating Party has made for provisional measures.

**7. DOCUMENTS AND OTHER INFORMATION YOU WILL BE BASING YOUR DEFENCE/COUNTERCLAIM UPON**

The Respondent should append to this form copies of all documents and information which you will be relying on for the purposes of this arbitration. ***Please list below all documents appended:***

## 8. STATEMENTS OF WITNESSES AND EXPERTS

The Respondent should append to this form copies of all statements from all witnesses and experts upon whose evidence you are relying. **Please list below all witnesses or experts whose statements you have appended to this form:**

Any request by the Respondent for an extension of the time limit for filing of statements from witnesses or experts must be made when filing this Statement of Appeal. **Please outline below whether you are seeking such a time limit along with the reasons:**

## 9. PROCEDURAL AGREEMENTS AND PROPOSALS

Have the parties reached agreement or wish to make any proposals regarding any procedural matters or any variation from these Arbitration Rules? **Yes**  **No**

If so, please describe the agreement/proposals:

## 10. PRODUCTION OF DOCUMENTS

Do you request that the Panel order the Appellant/Initiating Party to make a document or other property under its control available for inspection by you or by the Panel, pursuant to Arbitration Rule 15.2 (vi)? **Yes**  **No**

If so, please identify the documents/property in question and describe their relevance to the arbitration proceedings. If necessary, *please continue on a separate page*, which shall be appended to this form.

## 11. TIME LIMITS

Did you receive the Notice of Arbitration/Notice of Appeal within the dates specified in the SDSI rulebook? **Yes**  **No**

If you have any comments to make about the date of receipt of notices, please detail below:

## 12. ARBITRATION PANEL

Do you agree to the appointment of a Sole Arbitrator to decide this arbitration? **Yes**  **No**

Have all Parties to the arbitration already agreed that a Sole Arbitrator shall be appointed to decide this arbitration? **Yes**  **No**

If so, have all Parties agreed to the identity of such Sole Arbitrator? **Yes**  **No**

If so, please indicate the name of the person whom the Parties nominate to act as Sole Arbitrator:

Do you request the appointment of a three-member Arbitration Panel? **Yes**  **No**

If so, please nominate the arbitrator whom you wish to appoint to such a three-member Arbitration Panel:

## 13. COMMUNICATION

The SDSI Secretariat is responsible for the administration of the SDSI dispute resolution service. All correspondence or queries relating to SDSI should be addressed to the SDSI Secretariat at the following address:

**Sport Dispute Solutions Ireland**, Irish Sport HQ, National Sports Campus,  
Blanchardstown, Dublin 15, Ireland.

Telephone: +353 (0) 1 6251155

Fax: +353 (0) 1 6251156

E-mail: [registrar@sportdisputesolutions.ie](mailto:registrar@sportdisputesolutions.ie)

Website: [www.sportdisputesolutions.ie](http://www.sportdisputesolutions.ie)

Please note that all communications sent in connection with the present arbitration shall be sent in compliance with SDSI Arbitration Rule 1.9. All the parties' submissions and correspondence, including the Notice of Arbitration and Reply shall be filed by email.

## 14. SERVICE OF REPLY

Pursuant to SDSI Arbitration Rule 1.9, all communications from the Parties intended for SDSI or the Panel **shall be sent by email to the SDSI Secretariat**, failing which they shall be declared inadmissible. A Party filing a submission or sending correspondence to SDSI or the Panel shall **ensure that a copy of such submission or correspondence is, at the same time, served on the other Parties to the arbitration.**

**15. SIGNATURE**

Name of Signatory:

If someone other than the Respondent signs this Reply, please indicate the nature of the signatory's relationship with the Respondent/Organisation:

Date:

Signature:

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***IMPORTANT NOTICE TO THE INITIATING PARTY AND OTHER PARTY***

***Please read the SDSI Rules (available at [www.sportdisputesolutions.ie](http://www.sportdisputesolutions.ie)) for details of the timelines involved in this process.***