

BRITISH COLUMBIA ARBITRATION & MEDIATION INSTITUTE

510 – 700 W. Pender Street, Vancouver, B.C. V6C 1G8 T. 604 736-6614 F. 604 736-1111

APPLICATION FOR THE DESIGNATION

Certified Family Arbitrator (C.Fam.Arb.)

Please note the following:

- You must be a member in good standing of BCAMI to apply for the designation
- Incomplete applications will not be processed
- APPLICATION FEE: [no fee set]
- Send completed application to BCAMI at the above address; do not enclose Appendices A and B

APPLICANT DATA

Name: _____

Mailing address: _____

Business Tel.: _____ Bus. Fax: _____

Home Tel.: _____ Cel.: _____

E-mail: _____

In the first section, an applicant may choose to apply under Option A (Training and Experience), or Option B (Acknowledged Expertise)

OPTION A: TRAINING AND EXPERIENCE

- I. Family Arbitrator Training: (*check Option #1 or Option #2*)**
Training Option #1: Approved 40-hour Family Arbitrator course (see Appendix A) (check)_____

BCAMI Family Arbitrator Training Course _____
(date)

OR

Training Option #2: I have acted as an instructor in the BCAMI Family Arbitrator Training Course (check) _____
(date)_____

II. (for non-lawyers) Approved course in B.C. family law

Year	Institution	Course title	Hours
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(Attach a copy of any certificate or other confirmation of completion.)

III. Experience

Please list and give specifics regarding at least 5 fee-paid family arbitrations conducted by you. (If an unpaid arbitration is sufficiently complex, it may be accepted as a paid arbitration. Please provide details in writing.) If necessary, please provide information on a separate page.

Year	Issues Arbitrated	Duration of hearing
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____

OPTION B: ACKNOWLEDGED EXPERTISE

I am applying on the basis of my long* experience as a family practitioner in British Columbia. (check) _____ (* at least 15 years)

Please attach: (a) a c.v. documenting your expertise with emphasis on family law arbitration, plus (b) 2 letters of reference to support your application (see Appendix B, *Sample Letter of Reference*).

The following sections must be completed by all applicants.

DECISIONS

Choose one of the following:

- a. I am **attaching copies** of 2 family arbitration decisions (with identifying information redacted) written by me.(check) _____, OR
- b. I have successfully completed Part III of the BCAMI Arbitrator Training Program: (check) _____ Date: _____, OR
(Spring/Fall -- year)
- c. I have successfully completed the BCAMI Family Arbitrator Training Program: (check) _____ Date: _____, OR
(Month/year)
- d. I have acted as an instructor in the BCAMI Family Arbitrator Training Course: (check) _____ Date: _____ (Month/year).

ONGOING REQUIREMENTS

I acknowledge all of the following ongoing requirements as obligations of a member holding the C.Fam.Arb. designation:

a) Insurance

I will be required annually to provide proof of professional liability insurance at least \$1,000,000 per claim. (Proof of insurance must be provided within 30 days of the applicant being notified that the designation has been granted.)

b) Continuing Education and Engagement

I am required to comply with the requirements of the BCAMI continuing education and engagement program as set from time to time. (check www.bcami.com for updates)

c) Annual Designation Renewal

The C.Fam.Arb. designation must be renewed annually by payment of the required fee set by BCAMI.

d) Geographical Limitation

The C.Fam.Arb. designation may only be used in connection with family arbitration practice in British Columbia.

e) Compliance with Ongoing Requirements

Failure to comply with ongoing requirements, or failure to comply with the BCAMI Code of Ethics, constitutes grounds for suspension or cancellation of the C.Fam.Arb. designation.

CONSENT TO DISCLOSE INFORMATION

By signing and submitting this form, I consent to the information and supporting documentation it contains being disclosed to relevant BCAMI officers, directors and staff as may be required for the processing of the application and for the administration of ongoing requirements.

CERTIFICATIONS

I certify that I am in compliance with training requirements for a family law arbitrator pursuant to the *Family Law Act Regulation, B.C.Reg.837/12*.

I certify that the information provided herein is complete and accurate and that, to the best of my knowledge, I am qualified for the designation C.Fam.Arb.

Date: _____

Signature: _____

FOR OFFICE USE ONLY: Granted: _____ Denied: _____ Member IGS _____ Proof of Insurance _____

Cert. No. _____ Date Issued : _____

APPENDIX A
LIST OF APPROVED COURSES

FAMILY ARBITRATOR TRAINING

Approved: BCAMI Family Arbitrator Training Course

APPENDIX B

SAMPLE LETTER OF REFERENCE

(date)

British Columbia Arbitration & Mediation Institute
510 – 700 W. Pender Street
Vancouver, B.C. V6C 1G8

Dear Sirs/Mesdames: **Re: [name of applicant]**

I am writing to support the application of [applicant]_____ for the designation Certified Family Arbitrator. I am a [profession]_____ practising in [municipality] _____.

I have known [applicant]_____ in a professional capacity for approximately _____ years and I am familiar with [his/her] work. [He/She] has been practising in the field of _____ for _____ years, including practice as a family law arbitrator. [He/She] is highly regarded in the profession for [his/her] knowledge of family law and for meeting a high standard of ethical conduct.

I believe that [applicant] _____ is capable of providing superior service as a family law arbitrator.

Yours truly

Contact information: