



AMERICAN ARBITRATION ASSOCIATION
AFFIDAVIT IN SUPPORT OF ADMINISTRATIVE FEES
HARDSHIP WAIVER – INDIVIDUAL

A primary factor used by the AAA in approving fee waivers is the federal poverty guidelines; absent other supporting information requested in this affidavit, individuals whose gross monthly income exceeds 300% of the federal poverty guidelines will not likely receive approval to have the AAA's fees waived.

AAA Case No:		
Your name:		
Gross pay or wages for household: \$ _____ per week/ month / year (select one) <i>Gross pay is the amount of money you earn before taxes are taken out. The amount entered should represent the pay/wages for each adult in household, listed in the section below.</i>		
Take-home pay or wages for household: \$ _____ per week/ month / year (select one) <i>Take-home pay is the amount of money you receive after taxes are taken out. The amount entered should represent the pay/wages for each adult in household, listed in the section below.</i>		
Number of people in your household: Number of adults (over 18 years old) in your household: Number of children (18 years old or under) in your household: <i>Household means the number of people you can claim as a dependent on your income tax returns, including you and your spouse or partner (if you are married).</i>		
Address:		
City:	State:	Zip Code:
Employer:		
Employer address:		
City:	State:	Zip Code:
Additional Income for all Household members		
Bonuses (including frequency):		
Amount and types of government assistance (including frequency):		
Business, profession or other self-employment income (including frequency):		
Rent payments received, interest, or dividends (including frequency):		
Pension, annuity or life insurance payments received (including frequency):		
Disability, or workers compensation payments (including frequency):		
Other financial support or income, (state source and amount you receive, and frequency):		



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Assets	
Total cash and/or checking accounts: \$	
Total in CDs and savings accounts: \$	
Value of liquid investments (mutual funds, ETFs, etc.):	
Attorney's fees: \$	My representative is working on a contingency basis or pro bono Yes No

Any other factors you would like us to consider (do NOT attach bank statements, tax returns, or any other documents):

I am a party to this case and declare that I do not have the financial means sufficient to pay the AAA's administrative fees. I understand that any hardship waiver, if granted, does not affect my separate obligation to pay arbitrator compensation. I hereby swear and affirm that the foregoing is a true and correct statement of my financial condition and my ability to pay.

Signature

Date

Please email completed form to AAAfeewaivers@adr.org.

Or mail to:
American Arbitration Association
Attn: Fee Waivers
1301 Atwood Avenue
Johnston RI, 02919