

## **GROUP EXERCISE ON AWARDS**

Does your Final Award:

1. Clearly state that it is a Final Award?
2. Review relevant factual and procedural background?
3. Review the claims and counterclaims raised by the parties?
4. Describe the agreement to arbitrate and the applicable law?
5. Determine which party is responsible for payment of legal fees and the costs of the arbitration?
6. Clarify any aspect of the record?
7. Incorporate all prior Orders issued in the proceeding?
8. Provide a concise statement of the reasons supporting the award unless the parties have agreed prior to the completion of the arbitration hearing that a reasoned award is not required?
9. Fully and finally resolve all claims and counterclaims presented in the arbitration?
10. Contain your signature and date of the award?