

ADR Center for .eu attached to the Czech Arbitration Court attached to the Economic Chamber of the Czech Republic and Agricultural Chamber of the Czech Republic (Czech Arbitration Court)

ADMINISTRATIVE COMPLIANCE CHECKLIST - RESPONSE

- Case No.:** *[Insert Case Number]*
- Case Administrator:** *[Insert Case Administrator]*
- Complainant:** *[Insert Name of Complainant]*
- Complaint received:** *[Insert Date]*
- Time of Filing:** *[Insert Time]*
- Respondent:** *[Insert Name of Respondent]*
- Domain Name(s):** *[Insert Disputed Domain Name]*

Was the Response submitted within the deadline of thirty (30) days of the Delivery of the Complaint to the Respondent [ADR Rules, Paragraph B3 (a)]?

- (a) Does the Response include any forms prescribed in Supplemental Rules [ADR Rules, Paragraph B3 (b) (6)]?
- (b) Was the Response submitted in accordance with the Communication Rules included in ADR Supplemental Rules?
- (c) Does the Response indicate the name, postal and e-mail addresses, and the telephone and the fax numbers of the Respondent and of any representative authorized to act for the Respondent in the ADR Proceeding [ADR Rules, Paragraph. B3 (b) (1)]?
- (d) Does the Response specify a preferred method for communications directed to the Respondent in the ADR Proceeding (including person to be contacted and address information) for each of (A) electronic-only material and (B) material including hard copy [ADR Rules, Paragraph. B3 (b) (2)]?
- (e) If the Complainant has chosen a single-member Panel in the Complaint, does the Respondent opt instead to have the dispute decided by a three-member Panel [ADR Rules, Paragraph B3 (b) (3)]?
- (f) If either the Complainant or Respondent chose a three-member Panel, did the Respondent provided the names and contact details of three candidates to serve as one of the Panelists [ADR Rules, Paragraph B3 (b) (4)]?
- (g) Did the Respondent identify any other legal proceedings that have commenced or terminated in connection with or related to any of the domain name(s) that is/are subject of the Complaint?

- (h) Does the Response contain the Statements specified in ADR Rules, Paragraph B3 (b)(6)?
- (i) Has the correct amount of fees (if applicable) been paid?

Date completed:

Case manager: