



**ILSCA**

**Indian Law Society's Centre for  
Arbitration & Mediation**

## **ILSCA Schedule of Fees for Arbitration**



**1<sup>st</sup> Edition  
10<sup>th</sup> January 2020**



## **ILSCA Schedule of Fees for Arbitration**

## CONTENTS

INTRODUCTORY .....	3
ILSCA SCHEDULE OF FEES – ARBITRATION .....	4
Usage cost of the Arbitration hearing rooms; .....	6
1. Non-refundable ILSCA Filing Fee .....	7
FEE PAYMENT SCHEDULE .....	8
Non-refundable ILSCA Filing Fee.....	8
2. ILSCA Administrative Fee .....	9
FEE PAYMENT SCHEDULE .....	11
ILSCA Administrative Fee:.....	11
To be paid by the Claimant and the Respondent.....	11
3. Arbitral Tribunal Fee .....	12
Schedule of payment of the Arbitral Tribunal Fee .....	13
FEE PAYMENT TERMS .....	13
Fees for Filing of Applications .....	13
Charges towards copies of documents .....	14
Travel, Boarding and Lodging for Arbitrators .....	14
Charges for the Premises at ILSCA.....	15
Payment Information .....	20
Services for Booking hearing rooms: .....	20

## **INTRODUCTORY**

### **Our Philosophy**

We at ILSCA believe that all the things that we do for our users — selecting an arbitrator, negotiating fees, managing the finances, supervision — can be done more conveniently, more effectively and at less cost, than could the parties themselves. This is where we believe ILSCA adds value to arbitration. ILSCA has tried its best to keep the cost of Arbitration competitive. As a not-for-profit organization, ILSCA seeks to recover, by way of fees, what it costs ILSCA to provide its administrative services. Our fee scales reflect these guiding principles.

### **How the Fees Apply**

The costs of arbitration in arbitrations, particularly in ad hoc arbitrations ordinarily include arbitrator's fee, travel expenses of the arbitrator, expenses of witnesses including their travel expenses, expenses incurred for services of the stenographer, translation and interpretation charges, stamp duty on award and other incidental expenses arising out of or in connection with the arbitral proceeding or passing of the award.

In Institutional Arbitration, the institutions create a link created by the institution between the arbitrators and the parties. ILSCA (IA) Rules have been framed to regulate the arbitral proceedings like the procedures for the appointment, challenge and substitution of arbitrators; ethical rules that specify duties and responsibilities of arbitrators; clerical and administrative services required for conducting arbitral proceedings. ILSCA provides administrative services like receiving written applications by the parties, serve notices, etc. and also provide premises for the hearings. ILSCA has ILSCA Schedule of Fees - Arbitration that makes the cost of arbitration predictable. In ILSCA assisted arbitrations it is possible for the parties to foresee the total cost of arbitrations according to their amount of claim.

Thus, the term “costs” includes mainly two types of costs:

1. Party costs and
2. Procedural costs.

Costs of arbitration incurred during arbitral proceedings conducted under ILSCA (IA) Rules, may be broadly classified into two categories. The first category of costs includes the

- procedural costs of arbitration, like institutional administrative fees,
- arbitrators' fees and expenses,

- fees for tribunal secretaries, if appointed and
- other logistical expenses incurred during the proceedings.

The second category costs include the expenses parties incur, such as

- costs of legal representation,
- witnesses, and
- party-appointed experts.

Under ILSCA (IA) Rules only the procedural costs are provided which parties will incur for arbitrations conducted as per ILSCA (IA) Rules.

Where a dispute is administered according to ILSCA (IA) Rules or where dispute is referred by High Court or the Supreme Court, as the case may be, to be administered as per ILSCA (IA) Rules, the claimant and the respondent have to pay

- **Non-refundable ILSCA Filing Fee,**
- **ILSCA Administrative Fee and**
- **the Arbitral Tribunal fee.**

These fees vary according to the amount of the Claim or the Counterclaim.

In cases falling outside ILSCA (IA) Rules, where parties merely seek help from ILSCA for appointment of arbitrator/s, there is a charge known as Arbitrator Appointment Fee mentioned in the ILSCA Schedule of Fees - Arbitration. The Arbitrator Appointment Fee, is a flat fee, not dependent on the amount of the Claim or the Counterclaim.

## **ILSCA SCHEDULE OF FEES – ARBITRATION**

ILSCA Schedule of Fees – for conducting Arbitration as per ILSCA IA Rules, is effective from 10<sup>th</sup> January 2020 and is applicable to all arbitrations commenced on or after 10<sup>th</sup> January 2020 in accordance with ILSCA (IA) Rules.

This Schedule of Fees may be amended from time to time and any revised Schedule of Fees shall take effect from the date determined by the Appointing Authority, ILSCA in consultation with Advisory Body of ILSCA.

There are four different types of **procedural costs** which have to be paid to ILSCA, by the parties who refer their dispute for being administered according to ILSCA (IA) Rules.

1. Non-refundable ILSCA Filing Fee;
2. ILSCA Administrative Fee;

3. Arbitral Tribunal Fee;
4. Tribunal Secretary's Fee.

The first three fees are calculated on the basis of Sum in Dispute which represents the aggregate of the amounts in the Claim and Counterclaim (if any) involved in disputes.

### 1. Non-refundable ILSCA Filing Fee

- The **Non-refundable ILSCA Filing Fee** is payable by the Claimant at the time of filing a Request for Commencement of Arbitration with Appointing Authority, ILSCA.
- It shall also be paid by the **Respondent along with filing of the Counterclaim**, if any.
- The Nonrefundable ILSCA Filing Fee varies according to the sum in dispute.
- Where the Claim or Counterclaim resulting from the dispute is undervalued or not quantified, then in that event the Appointing Authority, ILSCA shall at its discretion proceed to revise or fix a value for such claims and the Non-refundable ILSCA Filing Fee shall then be revised or computed accordingly.

### 2. ILSCA Administrative Fee

ILSCA Administrative fee is utilized towards expenses incurred by ILSCA in the day-to-day administration of arbitrations.

ILSCA Administrative fee is calculated according to the Sum in Dispute.

Where the Claim or Counterclaim resulting from the dispute is undervalued or not quantified, then in that event the Appointing Authority, ILSCA shall at its discretion proceed to revise or fix a value for such claims and the ILSCA Administrative Fee shall then be revised or computed accordingly.

ILSCA Administrative Fee is to be shared equally between the Claimant and the Respondent. The Claimant has to pay his share at the time of filing of Statement of Claim and the Respondent has to pay his share at the time of filing of Response.

The ILSCA Administrative fee does not include the following:

- Fees of the Arbitral Tribunal;
- Expenses of the Arbitrator(s) - Out of pocket expenses (like amount spent by the Arbitrators for their travel, lodging and boarding etc.);
- Usage cost of facilities provided by ILSCA mentioned as under:

### **Usage cost of the Arbitration hearing rooms;**

- i. Usage cost of video/audio conference facilities;
- ii. Cost of other services like transcription and interpretation services;
- iii. Any other support services for and in connection with any hearing e.g., lunch and refreshments.

### **3. Arbitral Tribunal Fee:**

Arbitral Tribunal Fee is payable to the Appointing Authority, ILSCA. The parties shall not directly pay the fees to the arbitrators.

The Arbitral Tribunal Fees is to be shared equally by the Claimant and the Respondent as per Fee Payment Schedule provided below.

The Arbitral Tribunal Fee is ascertained according to the Sum in Dispute.

Where dispute is referred by the High Court or the Supreme Court to be administered according to the ILSCA (IA) Rules, the Arbitral Tribunal Fee is ascertained as per the ILSCA Schedule of Fees - Arbitration, unless the Court directs otherwise.

Where the Claim or the Counterclaim resulting from the dispute is undervalued or not quantified, then in that event the Appointing Authority, ILSCA shall at its discretion proceed to revise or fix a value for such claims and the Arbitral Tribunal Fee shall then be revised or computed accordingly.

### **4. Tribunal Secretary's Fees**

The fees of a Tribunal Secretary shall be 10% of the total fees of the Arbitral Tribunal, unless otherwise decided by Arbitral Tribunal and the parties.

The parties are jointly and severally liable for the fees and expenses of a Tribunal Secretary.

Any fees charged by, or expenses viz. travel, lodging and boarding etc. incurred by the Tribunal Secretary, to be reimbursed by the parties, shall form a part of cost of the arbitration determined by ILSCA.

Payments to Tribunal Secretary shall be made at the same time when payments are made to the Arbitral Tribunal. Such payments shall be made by ILSCA from funds deposited by the parties, after deducting an administrative fee for the purposes of appointment of Tribunal Secretary payable to ILSCA which shall not exceeding 15% of the tribunal secretary's fee. All payments to a Tribunal Secretary shall be made in Indian Rupees.

The Tribunal Secretary will not be bound to provide the services sought if the agreed fees have not been paid by the parties.

### **5. Miscellaneous**



- The parties shall be jointly and severally liable to ILSCA for the costs of the arbitration (other than the legal or other costs incurred by the parties themselves).
- Any bank charges incurred on any transfer of funds by the parties to ILSCA shall be borne exclusively by the party or parties transferring the funds.
- In accordance with Rule 48.14 of the ILSCA (IA) Rules, the Appointing Authority, ILSCA shall have a lien on the final arbitral award for any unpaid charges or any other amount due to ILSCA, Arbitral Tribunal's fees if any unpaid and upon instructions so received by the Arbitrator/s.

The ILSCA -Indian Law Society's Centre for Arbitration and Mediation rules regarding payment of ILSCA are as under:

1. Non-refundable filing fee;
2. Administrative Fees;
3. Arbitrator's fee;
4. Emergency Arbitrator's fee;
5. Fee For Appointment Arbitrator in Ad hoc Arbitration (through ILSCA)

### 1. Non-refundable ILSCA Filing Fee

Sum in Dispute* (INR)	Non-refundable ILSCA Filing Fee (INR)	GST @18% (INR)	Total (INR)
Up to 5 Lakhs (5,00,000)	7,000	1,260	8,260
5 Lakhs to 10 Lakhs (5,00,001 to 10,00,000)	7,500	1,350	8,850
10 Lakhs to 25 Lakhs (10,00,001 to 25,00,000)	10,000	1,800	11,800
25 Lakhs to 50 Lakhs (25,00,001 to 50,00,000)	15,000	2,700	17,700
50 Lakhs to 1 Crore (50,00,001 to 1,00,00,000)	20,000	3,600	23,600



<b>Sum in Dispute* (INR)</b>	<b>Non- refundable ILSCA Filing Fee (INR)</b>	<b>GST @18% (INR)</b>	<b>Total (INR)</b>
1 Crore to 5 Crores (1,00,00,001 to 5,00,00,000)	30,000	5,400	35,400
5 Crores to 10 Crores (5,00,00,001 to 10,00,00,000)	50,000	9,000	59,000
10 Crores to 20 Crores (10,00,00,001 to 20,00,00,000)	75,000	13,500	88,500
20 Crores to 50 Crores (20,00,00,001 to 50,00,00,000)	90,000	16,200	1,06,200
50 Crores to 100 Crores (50,00,00,001 to 100,00,00,000)	1,00,000	18,000	1,18,000
100 Crores to 500 Crores (100,00,00,001 to 500,00,00,000)	1,50,000	27,000	1,77,000
Above 500 Crores (500,00,00,001)	1,50,000	27,000	1,77,000

\* The term “Sum in Dispute” represents the aggregate of the Claim amount and Counterclaim amount, if any.

### **FEE PAYMENT SCHEDULE**

#### **Non-refundable ILSCA Filing Fee**

- The entire amount of non-refundable ILSCA Filing fee is to be paid by the Claimant along with filing of Request for Commencement of Arbitration.
- The entire amount of non-refundable ILSCA Filing fee is to be paid by the Respondent along with filing of Counterclaim, if any.

## 2. ILSCA Administrative Fee

### Administrative Fees:

These are fees charged by the arbitral institution to cover the costs of administering the arbitration process. They are usually determined based on the value of the initial claim and any subsequent counterclaims or additional claims.

These fees are typically calculated based on the monetary value of the claims and counterclaims. They are usually paid by the party who files the claim or counterclaim, and they are often shared between the parties.

ILSCA Administrative Fee is fixed based on the claim statement. However, where, apart from the claim, a counter-claim has been submitted, the fee and expenses will be fixed based on the claim and counter claim, added together.

### Counterclaims:

A counterclaim is a legal claim filed by the defendant in a lawsuit against the plaintiff. In an arbitration context, it's a claim the respondent makes against the claimant. When a defendant in an arbitration case files a counterclaim, it essentially introduces a new claim against the original plaintiff. This can significantly impact the administrative fees, as the value of the counterclaim will also be factored into the overall fee calculation. When a counterclaim is filed, it's treated as a new claim, and the administrative fees may be adjusted to reflect the increased value of the total dispute.

### ILSCA Administrative Fee

Sum in Dispute* (INR)	Administrative Fees (INR)	GST @18% (INR)	Total (INR)
Up to 5 Lakhs (5,00,000)	40,000	7,200	47,200
5 Lakhs to 10 Lakhs (5,00,001 to 10,00,000)	50,000	9,000	59,000

<b>Sum in Dispute* (INR)</b>	<b>Administrative Fees (INR)</b>	<b>GST @18% (INR)</b>	<b>Total (INR)</b>
10 Lakhs to 25 Lakhs (10,00,001 to 25,00,000)	80,000	14,400	94,400
25 Lakhs to 50 Lakhs (25,00,001 to 50,00,000)	1,00,000	18,000	1,18,000
50 Lakhs to 1 Crore (50,00,001 to 1,00,00,000)	1 Lakh + 1% of the amount over 50 Lakhs (maximum in the category: 2 Lakhs)	Add 18% of GST to the calculated amount	
1 Crore to 5 Crores (1,00,00,001 to 5,00,00,000)	2 Lakhs + 0.4% of the amount over 1 Crore (maximum in the category: 4 Lakhs)	Add 18% of GST to the calculated amount	
5 Crores to 10 Crores (5,00,00,001 to 10,00,00,000)	4 Lakhs + 0.2% of the amount over 5 Crores (maximum in the category: 6 Lakhs)	Add 18% of GST to the calculated amount	
10 Crores to 20 Crores (10,00,00,001 to 20,00,00,000)	5 Lakhs + 0.1% of the amount over 10 Crores (maximum in the category: 7 Lakhs)	Add 18% of GST to the calculated amount	
20 Crores to 50 Crores (20,00,00,001 to 50,00,00,000)	6 Lakhs + 0.1% of the amount over 20 Crores (maximum in the category: 9 Lakhs)	Add 18% of GST to the calculated amount	
50 Crores to 100 Crores (50,00,00,001 to 100,00,00,000)	9 Lakhs + 0.05% of the amount over 50 Crores (maximum in the category: 11.5 Lakhs)	Add 18% of GST to the calculated amount	
100 Crores to 500 Crores (100,00,00,001 to 500,00,00,000)	11.5 Lakhs + 0.02% of the amount over 100 Crores (maximum in the category: 19.5 Lakhs)	Add 18% of GST to the calculated amount	
Above 500 Crores (500,00,00,001)	22.5 Lakhs + 0.008% of the amount over 500 Crores	Add 18% of GST to the calculated amount	

- \* The term “Sum in Dispute” represents the aggregate of the Claim amount and Counterclaim amount, if any.

**FEE PAYMENT SCHEDULE**  
**ILSCA Administrative Fee:**

**To be paid by the Claimant and the Respondent**

- The sum in dispute will change, depending upon the claim amount and the counterclaim amount, if any, filed by the respondent and accordingly the ILSCA Administrative Fee will also change.
- Thus, the claimant and the respondent will have to deposit the ILSCA Administrative Fee as per the changes in the sum in dispute- as per the fee schedule.
- The ILSCA Administrative Fee will be fixed based on the claim amount provided that where, apart from the claim, a counter-claim has been submitted, the fee and expenses will be fixed based on the claim and counter claim, added together.

<b>Sr. No.</b>	<b>Stages of the case</b>	<b>Fee payable</b>
1	At the time of filing the Statement of Claim	25% To be deposited by the Claimant 25% of the ILSCA Administrative Fee, by the Claimant – which is calculated according to the sum in dispute.
2	At the time of filing of Statement of defense /statement of counter claim or set off if any, by the Respondent in response to the Request for commencement of arbitration and also in reply to the statement of claim by the claimant	25% of the ILSCA Administrative Fee, by the Respondent - which is calculated according to the sum in dispute.
3	Within 10 days of the Completion of pleadings	30% of the ILSCA Administrative Fee, to be shared equally between the Claimant and the Respondent.
4	Before the date of case management conference	20% of the ILSCA Administrative Fee, by the Claimant and the Respondent equally
5	Balance to be deposited by the Parties [Claimant and Respondent(s)] within 10 days after the matter is reserved for award.	Balance To be deposited by the Parties [Claimant and Respondent(s)]

### 3. Arbitral Tribunal Fee

Sum in Dispute* (INR)	Fee Payable* (INR)
Up to 5 Lakhs (5,00,000)	55,000
5 Lakhs to 10 Lakhs (5,00,001 to 10,00,000)	55,000 + 4.5% of the amount over 5 Lakhs
10 Lakhs to 25 Lakhs (10,00,001 to 25,00,000)	77,500 + 4.5% of the amount over 10 Lakhs
25 Lakhs to 50 Lakhs (25,00,001 to 50,00,000)	1,45,000 + 4% of the amount over 25 Lakhs
50 Lakhs to 1 Crore (50,00,001 to 1,00,00,000)	2,45,000 + 4% of the amount over 50 Lakhs
1 Crore to 5 Crores (1,00,00,001 to 5,00,00,000)	4,45,000 + 2.5% of the amount over 1 Crore
5 Crores to 10 Crores (5,00,00,001 to 10,00,00,000)	14,45,000 + 2% of the amount over 5 Crores
10 Crores to 20 Crores (10,00,00,001 to 20,00,00,000)	24,45,000 + 1% of the amount over 10 Crores
20 Crores to 50 Crores (20,00,00,001 to 50,00,00,000)	34,45,000 + 0.5% of the amount over 20 Crores
50 Crores to 100 Crores (50,00,00,001 to 100,00,00,000)	49,45,000 + 0.2% of the amount over 50 Crores
100 Crores to 500 Crores (100,00,00,001 to 500,00,00,000)	59,45,000 + 0.01% of the amount over 100 Crores
Above 500 Crores (500,00,00,001)	63,45,000 + 0.1% of the amount over 500 Crores (To a maximum of 80,00,000)

- The term “Sum in Dispute” represents the aggregate of the Claim amount and Counterclaim amount, if any.

- The Arbitral Tribunal Fee schedule indicates the fee payable to each Arbitrator comprising the Arbitral Tribunal.
- In the event, the Arbitral Tribunal is a sole arbitrator, he shall be entitled to an additional amount of twenty-five per cent (25%) of the fee payable as per the table set out above.

### **Schedule of payment of the Arbitral Tribunal Fee**

<b>Sr. No.</b>	<b>Stage of the case</b>	<b>Fee payable</b>
1	Within 5 days of on receipt of Arbitrator's Statement for Acceptance, Availability, Impartiality and Independence by the parties sent by the Appointing Authority, ILSCA	50% of Arbitral Tribunal Fee, by the Claimant and the Respondent equally
2	Within 2 days from the date of case management conference, arranged by the Arbitral Tribunal	25% of Arbitral Tribunal Fee, by the Claimant and the Respondent equally
3	Within 5 days of the date of receipt by the parties of declaration as to closure of arbitral proceedings by the Arbitral Tribunal	25% of Arbitral Tribunal Fee, by the Claimant and the Respondent equally

## **FEE PAYMENT TERMS**

### **Fees for Filing of Applications**

The following fees shall be payable when a party or a non-party makes application under the ILSCA (IA) Rules. Application filing fee is to be paid by the party making the application.

All the application fees are non-refundable.

- **Application Fee for Request for Joinder of Third Party**  
Non-refundable Application Fee for Joinder of Third Party: INR 10,000/- + GST @18%.
- **Application Fee for Request for Consolidation of Arbitration**  
Non-refundable Application Fee for Consolidation of Arbitration: INR 10,000/- + GST @18%.
- **Application Fee for Interpretation or correction of Arbitral Award or additional Arbitral Award**

Non-refundable Application fee for Interpretation or correction of Arbitral Award or additional Arbitral Award: INR 5000/- + GST @18%.

- **Application Fee to Challenge appointment of Arbitrator**

Non-refundable Application fee for challenging the appointment of Arbitrator/s or Emergency Arbitrator: INR 10,000/-.

- **Application Fee for Scrutiny of Award**

Non-refundable Application fee for Scrutiny of Award: INR 5000/- + GST @18%.

- **Application Fee for FastTrack Procedure**

Non-refundable Application fee for FastTrack procedure: INR 10,000/- + GST @18%.

### **Charges towards copies of documents**

A party requesting for copies of documents filed in arbitral proceedings shall pay charges as fixed by the Appointing Authority, ILSCA.

A party requesting for additional copies of the arbitral award certified true by the Appointing Authority shall pay charges as fixed by the Appointing Authority, ILSCA.

### **Travel, Boarding and Lodging for Arbitrators**

- The Arbitrator shall be paid an amount of Rs. 1,500/- towards local conveyance for attending each arbitration held at ILSCA.
- Outstation Arbitrators: If the Arbitrator who does not reside at Pune is appointed, the to and fro travel charges and the boarding and lodging expenses for such Arbitrator will be borne by the parties at actuals on production of vouchers.





## Charges for the Premises at ILSCA

### Arbitration Small Hearing Rooms Charges



(Seats up to 7 persons around the table (board style) + 4 audience)

Total seven small hearing rooms are available



#### 1] Ground Floor - (area 165.70 sq. ft.)


Charges (Inclusive of GST)	Room Names	
	Samanvaya (समन्वय)	Yukti (युक्ति)
<ul style="list-style-type: none"> <li>For 2 hrs <b>Rs. 4,868/-</b></li> <li>For 4 hrs (half day) <b>Rs. 9,735/-</b></li> <li>For 8 hrs (Full day) <b>Rs. 19,470/-</b></li> </ul>		

#### 2] First Floor - (area 165.70 sq. ft.)

Charges (Inclusive of GST)	Room Names	
	Vidhi (विधि)	Shruti (श्रुति)
<ul style="list-style-type: none"> <li>For 2 hrs <b>Rs. 4,868/-</b></li> <li>For 4 hrs (half day) <b>Rs. 9,735/-</b></li> <li>For 8 hrs (Full day) <b>Rs. 19,470/-</b></li> </ul>		

#### 3] Second Floor - (area 260 sq. ft.)

Charges (Inclusive of GST)	Room Names	
	Neeti (नीति)	Nyay (न्याय)
<ul style="list-style-type: none"> <li>For 2 hrs <b>Rs. 4,868/-</b></li> <li>For 4 hrs (half day) <b>Rs. 9,735/-</b></li> <li>For 8 hrs (Full day) <b>Rs. 19,470/-</b></li> </ul>		

Charges (Inclusive of GST)	Room Names	
	Sudharma (सुधर्म)	
<ul style="list-style-type: none"> <li>For 2 hrs <b>Rs. 4,868/-</b></li> <li>For 4 hrs (half day) <b>Rs. 9,735/-</b></li> <li>For 8 hrs (Full day) <b>Rs. 19,470/-</b></li> </ul>		


### Arbitration Big Hearing Rooms Charges

(Seats up to 14 persons around the table (board style) + 6 audience)



**Total six big hearing rooms are available**

The three big rooms are equipped with state-of-the-art video conferencing facilities



### 1] Ground Floor - (area 300 sq. ft.)


Charges (Inclusive of GST)	Tattva (तत्त्व)
<ul style="list-style-type: none"> <li>For 2 hrs <b>Rs. 8,113/-</b></li> <li>For 4 hrs (half day) <b>Rs. 16,225/-</b></li> <li>For 8 hrs (Full day) <b>Rs. 32,450/-</b></li> </ul>	

## 2] First Floor - (area 300 sq. ft.)

Charges (Inclusive of GST)	Room Names	
	Sankalp (संकल्प)	Samadhan (समाधान)
<ul style="list-style-type: none"> <li>For 2 hrs Rs. 8,113/-</li> <li>For 4 hrs (half day) Rs. 16,225/-</li> <li>For 8 hrs (Full day) Rs. 32,450/-</li> </ul>		

## 3] Second Floor - (area 550 sq. ft.)

Charges (Inclusive of GST)	Room Names	
	Vivachan (विवाचन)	Samata (समता)
<ul style="list-style-type: none"> <li>For 2 hrs Rs. 8,113/-</li> <li>For 4 hrs (half day) Rs. 16,225/-</li> <li>For 8 hrs (Full day) Rs. 32,450/-</li> </ul>		

Charges (Inclusive of GST)	Room Names
	Mimansa (मीमांसा)
<ul style="list-style-type: none"> <li>For 2 hrs Rs. 8,113/-</li> <li>For 4 hrs (half day) Rs. 16,225/-</li> <li>For 8 hrs (Full day) Rs. 32,450/-</li> </ul>	

## Note - Charges for Extra usage of premises

- If the premises is used for an extra 30 minutes more than what is booked - the party will have to pay the charge/ rent for one hour - as per the charges mentioned below - depending upon the room type.

For **Small Arbitration room Rs. 2,434/-** (Inc GST@18% )  
(Rs. 2,063/- + Rs. 371/- (GST at 18 %) = Rs. 2,434)

For **Big Arbitration room Rs 4,056/-**(Inc GST@18%)  
(Rs. 3,438/- + Rs. 619/- (GST at 18 %) = Rs. 4,056/-)


- If the premises is used for an extra 1 hour and 30 minutes more than what was booked - the party will have to pay the rent for two hours - depending upon the type of room.

## Arbitration Big Hearing Room Charges

(Seating capacity 30 persons)

The big Arbitration rooms is equipped with state-of-the-art video conferencing facilities.

### First Floor - (area 900 sq. ft.)


Charges (Inclusive of GST)	Room Names
	Samvad (संवाद)
<ul style="list-style-type: none"><li>• For 4 hrs (half day) <b>Rs. 37,500/-</b></li><li>• For 8 hrs (Full day) <b>Rs. 75,000/-</b></li></ul>	

**Note - Inaugural-offer Rs-75,000 for next 6 months (Include-GST) effect from 1st April 2025**

## Conference Hall Charges

(Seating capacity 100 persons)

### First Floor (area 2000 sq. ft.)

<b>Charges (Inclusive of GST)</b>	
<ul style="list-style-type: none"> <li>• For 4 hrs (half day) <b>Rs. 12,169/-</b></li> <li>• For 8 hrs (Full day) <b>Rs. 24,338/-</b></li> </ul>	

**Please note:**

- The new tariff for the arbitration rooms and conference room at ILSCA will be effective from 1<sup>st</sup> April 2025 for the bookings made (through Google form) on or after 1<sup>st</sup> April 2025.
- Please note that if the rooms are used for a period less than the period for which they are booked, the charges will not be reduced.

**Amenities in the Arbitration Hearing Rooms :**

**A] Basic Amenities (not chargeable)**

- Air conditioning
- Computer
- TV Screen
- White Board
- Free dedicated high-speed Wi-Fi
- Standard Stationery
- Shredder facility
- Bottled Water
- Complimentary Tea/Coffee with biscuits

**B] Amenities available on request and on additional cost**

- Lunch and Refreshments: Rates on actuals
- Transcription Service
- Printing and Photocopy
  - Printing (Black & White): Rs. 20/page
  - Colour: Rs. 50/page
  - Photocopying: Rs. 20/page
  - Scanning: Rs. 20/page
- Additional Stationery

- Services of Stenographer: Rates on actuals
- Tea Rs. 20/- Coffee Rs. 20/-
- Integrated Audio-Video Conferencing facilities

### **C] Video Conference through Google Meet Charges**

<b>Sr. No.</b>	<b>Duration</b>	<b>Charges (INR)</b>	<b>GST @18% (INR)</b>	<b>Total (INR)</b>
1	8 hours (Full Day)	3,125	563	3,688
2	4 hours (Half Day)	1,563	281	1,844
3	Video conference Recording (If required)	-	-	625

- Integrated Audio-Video Conferencing facilities: Rs. 7,500/hour

### **Payment Information**

- All Payments shall be made by a local cheque from an Indian Bank payable to **Indian Law Society's Centre for Arbitration (ILSCA)** or by Bank Transfer.
- Payments can also be made by demand draft or pay order in favour of **Indian Law Society's Centre for Arbitration (ILSCA)**.
- **Please note ILSCA Bank Details for Payment :**

Name of account	Indian Law Society's Centre for Arbitration (ILSCA)
Account No	40850443571
Bank	State Bank of India
Branch	Deccan Gymkhana, Pune
IFSC Code	SBIN0001110

### **Services for Booking hearing rooms:**

For further enquiries and details about booking of hearing rooms, etc. please contact Ms. Kalpana / Ms. Manjusha Gurjar /

**Contact Details:**

Ms. Sathya Narayan, Director, ILSCA : +91 9822988226

Ms. Kalpana, Assistant Registrar (Admin), ILSCA : +91 9923476026

Ms. Manjusha Gurjar, ILSCA : +91 9422060258

For booking email at: [ilsca@ilslaw.in](mailto:ilsca@ilslaw.in)