

**AMERICAN ARBITRATION ASSOCIATION
SUPPLEMENTARY PROCEDURES FOR
CONSUMER-RELATED DISPUTES
GEORGIA NATURAL GAS (“GNG”) CLAIM FORM**

How to file a claim; consumers should:

- Fill out this form and retain one copy for your records.
- Mail a copy of this form to the AAA, to:
AAA’s Case Filing Services, 1101 Laurel Oak Road
Suite 100, Voorhees, NJ 08043.
- Send a copy of this form to GNG. It will pay any required fee.

How to file a claim; GNG should:

- Fill out this form and retain one copy for your records.
- Mail a copy of this form and your check or money order made payable to the AAA, to:
AAA’s Case Filing Services, 1101 Laurel Oak Road
Suite 100, Voorhees, NJ 08043. Please consult Section C-8 of the
Supplementary Procedures for Consumer-Related Disputes for the
appropriate fee.
- **Send a copy of this form to the consumer by registered mail,
return receipt requested.**

- 1** How is this claim being filed? Check only one.
- By request of the consumer (A copy of the arbitration agreement **must** be attached. A copy of this form **must** also be sent to the business)
- By request of GNG (A copy of the arbitration agreement **must** be attached. A copy of this form **must** also be sent to the consumer by registered mail return receipt requested)
- or-
- By mutual agreement (“submission”) of the parties (both parties **must** sign this form)

2 Briefly explain the dispute.

3 Do you believe there is any money owed to you? Yes No If yes, how much? _____

4 Are you seeking any other relief? Yes No
If yes, what is it?

5 Preferred hearing locale (if an in-person hearing is held) _____

6 Amount enclosed: NOT APPLICABLE FOR THE CONSUMER _____

7 Fill in the following information:

Consumer

Name of Consumer _____

Address _____

City/State/Zip _____

Telephone _____

Fax _____

Email Address _____

Signature of Consumer _____

Representative _____

Firm _____

Address _____

City/State/Zip _____

Telephone _____

Fax _____

Email Address _____

Business

Name of Business Georgia Natural Gas Attn: Trish McFadin _____

Address 30 Ivan Allen, Jr. Blvd. NW, Suite 900 _____

City/State/Zip Atlanta, GA 30308 _____

Telephone 404-685-4000 _____

Fax 404-685-4030 _____

Email Address customerservice@onlygng.com _____

Signature of Business _____

Representative _____

Firm _____

Address _____

City/State/Zip _____

Telephone _____

Fax _____

Email Address _____