



**SCHEDULE OF COSTS  
OF THE COURT OF ARBITRATION  
AT THE POLISH CHAMBER OF COMMERCE IN WARSAW**

**§ 1**

**Rules Governing Payment of Fees**

1. Fees shall be paid in PLN.
2. The amount in dispute shall be converted based on the sell exchange rate of foreign currencies published by the National Bank of Poland on the day preceding the filing of a request for arbitration, a written submission with a counterclaim, supplementation of a claim, or a set-off defence.
3. The tax on goods and services (VAT) shall be added to the fees specified in the Schedule of Costs.
4. A written submission filed by several parties shall be subject to a single fee of the relevant type. The parties acting on one side shall be jointly and severally liable for the payment of fees.

**§ 2**

**Registration Fee**

1. The claimant shall pay a registration fee on the request for arbitration, and the respondent on the written submission with a counterclaim.
2. The registration fee shall be PLN 3,000.
3. No registration fee shall be paid if the case is re-considered after a state court has set aside the award of the Arbitral Tribunal.

**§ 3**

**Arbitration Fee**

1. The claimant shall pay an arbitration fee on the request for arbitration, and the respondent on the written submission with a counterclaim.

2. A party filing a written submission with a set-off defence shall pay an arbitration fee on this submission.
3. A party that requests resolution by the Arbitral Tribunal in appeal proceedings shall pay an arbitration fee separately, in accordance with the Schedule of Costs.
4. A party shall supplement the arbitration fee if the Arbitral Tribunal decides that the amount in dispute stated by the party is lower than the actual amount or if the party supplements its claims.

#### § 4

##### Amount of the Arbitration Fee

1. The arbitration fee shall be:

Amount in dispute		Arbitration fee
to	PLN 50,000	PLN 10,000
from	PLN 50,001	PLN 10,000 on the first PLN 50,000 and 8% of the amount above PLN 50,000
to	PLN 100,000	
from	PLN 100,001	PLN 14,000 on the first PLN 100,000, and 7% of the amount above PLN 100,000
to	PLN 500,000	
from	PLN 500,001	PLN 42,000 on the first PLN 500,000, and 6% of the amount above PLN 500,000
to	PLN 1,000,000	
from	PLN 1,000,001	PLN 72,000 on the first PLN 1,000,000, and 5% of the amount above PLN 1,000,000
to	PLN 4,000,000	
from	PLN 4,000,001	PLN 222,000 on the first PLN 4,000,000, and 2% of the amount above PLN 4,000,000
to	PLN 10,000,000	
from	PLN 10,000,001	PLN 342,000 on the first PLN 10,000,000, and 1.5% of the amount above PLN 10,000,000
to	PLN 40,000,000	
from	PLN 40,000,001	PLN 792,000 on the first PLN 40,000,000, and 0.9% of the amount above PLN 40,000,000
to	PLN 100,000,000	
over	PLN 100,000,000	PLN 1,332,000 on the first PLN 100,000,000 and 0.6% of the amount above PLN 100,000,000, but no more than PLN 3,000,000

2. A party shall pay 60% of the arbitration fee referred to in section 1 if the dispute is decided by a sole arbitrator.

3. The arbitration fee shall be:
- 1) on an application for an interim measure to secure a claim – PLN 30,000;
  - 2) on an application for an interim measure to preserve evidence – PLN 20,000;
  - 3) on an application for an interim measure to secure a claim together with an application to appoint an emergency arbitrator – PLN 50,000;
  - 4) on an application for an interim measure to preserve evidence together with an application to appoint an emergency arbitrator – PLN 30,000;
  - 5) on a request for arbitration and a written submission with a supplementation of claims in proceedings regarding repeal, declaration of invalidity or non-existence of a resolution of a governing body of a legal entity, or a resolution of the members of an entity without legal personality – PLN 200,000 on the first and PLN 10,000 on each subsequent contested resolution.
4. The arbitration fee shall be divided in half between the Court of Arbitration and the arbitrators, provided that the part of the fee constituting the arbitrators' fee is no lower than PLN 6,000 if the dispute is decided by a sole arbitrator, or PLN 10,000 if the dispute is decided by an Arbitral Tribunal comprising more than one arbitrator. The amounts referred to in the preceding sentence shall be decreased *pro rata* in the event of a refund of the arbitration fee in accordance with § 5.
5. The presiding arbitrator shall receive half the arbitration fee payable to the arbitrators, and the other half shall be divided between the other arbitrators in equal parts.

## **§ 5**

### **Refund of Arbitration Fee**

The Court of Arbitration shall refund:

- 1) 80% of the arbitration fee, if a party withdraws its claim before the constitution of the Arbitral Tribunal and the other party does not object;
- 2) 50% of the arbitration fee, if before the case management conference or, if no case management conference has been held, before a procedural order on the organisation of the proceedings is issued, a party withdraws its claim and the Arbitral Tribunal terminates the proceedings;

- 3) 40% of the arbitration fee, if before a case management conference or, if no case management conference has been held, before a procedural order on organisation of the proceedings is issued, the parties reach a settlement and request that the settlement be recorded in the form of an award or recorded in the minutes of the hearing;
- 4) 20% of the arbitration fee, if the Arbitral Tribunal does not have jurisdiction to decide the dispute;
- 5) 10% of the arbitration fee, if after a procedural order on organisation of the proceedings is issued and before the date that is 30 days before the scheduled first day of the hearing, a party withdraws its claim and the Arbitral Tribunal terminates the proceedings or the parties reach a settlement and request that the settlement be recorded in the form of an award or recorded in the minutes of the hearing.

## **§ 6**

### **Fees in Cases Involving Infringement of Rights Arising from Registration of a ".pl" Internet Domain Name**

In cases involving infringement of rights arising from the registration of a ".pl" Internet domain name:

- 1) the registration fee shall be PLN 2,000,
- 2) the arbitration fee shall be PLN 16,000.

## **§ 7**

### **Fees in *ad hoc* Arbitration Proceedings**

The Director General sets the fees for the services provided by the Court of Arbitration in relation to *ad hoc* arbitration proceedings.

## **§ 8**

### **Adoption of Schedule of Costs and its Entry into Force**

1. The Schedule of Costs was adopted by a resolution of the Presidium of the Polish Chamber of Commerce in Warsaw on 17 October 2024.

2. The Schedule of Costs shall come into force on 1 January 2025 and shall apply to proceedings that are commenced from that date regardless of which version of the arbitration rules applies to the given proceedings.
3. If, in accordance with arbitration rules, proceedings are commenced by the filing of a statement of claim, the provisions of the Schedule of Costs regarding fees on a request for arbitration shall apply to the fees on the statement of claim.
4. On the date the Schedule of Costs comes into force, the then-applicable Schedule of Fees of the Court of Arbitration at the Polish Chamber of Commerce shall cease to apply.