Completing a Strike List Online for Minnesota No-Fault Arbitration

To review and complete strike lists online, please follow the steps below:

1. Log in to your AAA WebFile® account by visiting the AAA’s webpage at www.adr.org and navigate to “My Account.”

2. Enter your login credentials.

3. Click on either “My Tasks” from the left menu bar or “View Pending Tasks” to view cases with pending strike lists.
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You will be directed to a screen that lists all pending tasks with the associated case information. Tasks identified as “Rank List” are pending strike lists. The due date for each task is noted in the column to the right of the task.

4. Click on the “Rank List” task for the case you want to complete.

5. You will be directed to Rank List screen. After reading the instructions, click “Next.”

6. On the next screen, follow the instructions on the screen to review resumes and rank arbitrators. Please note, you may only strike one arbitrator. The remaining arbitrators should be ranked 1-3, with 1 being your most preferred choice.
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7. Next, you will have the opportunity to review your rankings and, if correct, click “Submit.”

A copy of your submission will appear in the case document grid within a few minutes of submission. If the list does not appear in the grid, click on “Refresh.”

Please note that neither the arbitrator once appointed nor opposing counsel can see your submitted rank list. Any questions should be directed to your Case Administrator.