

Rule 5: Notice and periods of time

- (1) All notices and communications from any party or arbitrator to the BIAC under these Rules shall be addressed to the Secretary General.
- (2) Any notice or other communication that may be or is required to be given by a party under these Rules shall be in writing and shall be delivered by registered post or courier service or transmitted by facsimile, e-mail or any other means of telecommunication that provides a record of its transmission.
- (3) A party's last-known residence or place of business during the arbitration shall be considered a valid address for the purpose of any notice or other communication in the absence of any notification of a change to such address by that party to the other party or parties, the Arbitration Tribunal and the Secretary General.
- (4) The notice or other communication shall be treated as having been received on the day it is delivered or, in the case of telecommunications, transmitted in accordance with sub-rule (2) above.
- (5) For the purpose of calculating a period of time under these Rules, such period shall begin to run on the day following the day when a notice or other communication is received. If the last day of such period is an official holiday or a non-business day at the residence or place of business of the addressee, the period shall be extended until the first business day that follows. Official holidays or non-business days occurring during the running of the period of time shall be included in calculating that period.