

## **FEE SCHEDULE**

Mediation Services: \$250 per hour.

The hourly fee includes: administrative fees, pre-mediation conferences, whether by telephone or in person, conducting the mediation session(s), and conducting post-session telephone facilitation as needed. The hourly fee commences when mediation commences. There is no charge for reading pre-mediation briefs. (Fees for cases conducted under the General Civil Mediation Program of the Superior Court are \$150 per hour for each of the first two hours, and \$250 per hour thereafter. There is no minimum hourly commitment for court-referred cases, but payment is expected at the time of mediation.)

Minimum hourly commitment: 4 hours.

Travel time and expense: By agreement.

Apportionment of Fee: The total mediation fee usually will be shared equally by all participating parties.

Early Settlement/Cancellation: If a case settles or cancels after a mediation session has been scheduled, but before the mediation session has occurred, then a \$100 cancellation/rescheduling fee will be due from each party and shall either be retained from the parties' previously-tendered fees or delivered to the mediator's address by the parties' attorneys within ten (10) days after settlement or cancellation.

Payment Due Date: The minimum four-hour fee of \$500 per party is due no later than the commencement of mediation. The full amount of the mediation fee is due at the mediator's address within ten (10) days after notification of the amount of the fee.

Responsibility of Attorneys: Each party's attorney, if any, shall be responsible for timely delivery of each party's fees.

Kevin K. Forrester