

## Fee Schedules

These fee rates assume the mediation or arbitration is a two-party, non-complex dispute and/or litigation. Multi-party or complex matters may be calculated at a different rate. Please feel free to call 818.501.1618 to inquire. Each party will be assigned a proportionate share of the hourly rate unless otherwise agreed to in advance.

<b>Mediation</b>		<b>Arbitration</b>	
Admin Fee (non refundable)	\$150.00	Admin Fee (per party-non refundable)	\$250.00
Hourly Rate (3 hr. min)	\$400.00	Conflict Check & Disclosure Fee	\$200.00
Travel/Preparation Rate (per hr.)	\$200.00		

Admin Fee is assessed when a hearing is scheduled. Each party is responsible for their *pro rata* share of the Admin Fee whether or not there is a timely cancellation or continuance. The fee is to cover expenses incurred in the management of the case, the setting up of the file, establishing the date and site, and a myriad of other tasks in conjunction with the setting up of a successful mediation or arbitration.

<b>Cancellation Policy &amp; Fees</b>	
Cancellation or rescheduling must be in writing by letter, email, or facsimile	
<b>Cancellation of Half Day Matters (4 hrs. or less)</b>	
Notice given more than seven (7) days before scheduled date	\$200.00
Notice given seven (7) days or less (2 hr. minimum)	\$800.00
<b>Cancellation of Full Day Matters</b>	
Notice given more than seven (7) days before scheduled date	\$200.00
Notice given seven (7) or less (3 hr. minimum)	\$1,200.00
<b>Cancellation of Multi-day Matters</b>	
Notice of thirty (30) or less days (3 hr. minimum)	\$1,200.00
<b>Rescheduling Half Day Matters (4 hrs. or less)</b>	
First Reschedule with fifteen (15) days or more notice	No Charge
Notice of seven (7) or less days (3 hr. minimum)	\$1,200.00
Second Reschedule with notice of fifteen (15) or more days	\$200.00
<b>Rescheduling Full Day Matters</b>	
First Reschedule with fifteen (15) days or more notice	No Charge
Notice of seven (7) or less days (3 hr. minimum)	\$1,200.00
Second Reschedule with notice of fifteen (15) or more days	\$200.00
<b>Rescheduling Multi-day Matters</b>	
First Reschedule with fifteen (15) days or more notice	No Charge
Notice of seven (7) or less days (3 hr. minimum)	\$1,200.00
Second Reschedule with notice of fifteen (15) or more days	\$200.00

*Michael Rainey guarantees satisfaction of their services or your fees are refunded*