



ARBITRATION & MEDIATION SERVICES

ARRANGEMENTS AND FEES

Scheduling The Hearing

Call IVAMS at (909) 466-1665 or schedule a hearing at IVAMS.com

Mediation Administrative Fee

\$175 per party (non-refundable)

Construction Defect, Discovery, Trials, Arbitration Administrative Fee

\$310 per party (non-refundable)

Hearing Rates - Per Hour 4 Hour minimum

\$200 per hour per side. (Two party case)

Rates may vary, as IVAMS Panelists are independent contractor and are free to set their own rates.

Retainer Policy

The hourly fee for the estimated and scheduled hearing time shall be paid in advance of the hearing date. Any additional time used will be due and payable immediately upon receipt of invoice. Such fees will be the joint and several obligation of all counsel. **Please note that counsel, not the represented party, has contracted for the neutral's services.** Accordingly counsel will be held responsible for payment of all charges associated with the neutral.

FEES ARE THE RESPONSIBILITY OF RESPECTIVE COUNSEL

Retainer Payment

IVAMS requires that all fees be paid in advance; fees are based on the estimated time for the hearing any preparation. Fees must be received by **IVAMS 20 calendar days** prior to the scheduled hearing date. Any additional time exceeding the original estimate will be billed by IVAMS at the agreed upon rate. Any additional billing statements will be due and payable upon receipt.

Hearing ---- Cancelled or Continued

Fees will be refunded, less administration fee and any time spent in preparation, if IVAMS receives notification of cancellation by PHONE, FAX or MAIL, 15 calendar days in advance of the scheduled hearing date

Visit us at: www.ivams.com

Effective 11/16

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