

RATE AND FEE SCHEDULE
(Effective 5/9/2018)**PROFESSIONAL FEE**

Varies by Neutral

ADMINISTRATIVE FEE

For mediations:

\$450/party

For arbitrations and other matters:

\$1,000/party

The administrative fee is a one time, non-recurring and non-refundable charge that is applied to all new cases. It will be billed and due as part of the initial invoice.

CONTINUANCE AND CANCELLATION POLICY

Mediations:

*14 or more calendar days
prior to hearing date*

Arbitrations/Private Trials/References:

*45 or more calendar days
prior to hearing date*

The Continuance and Cancellation Policy is set by each neutral. We ask that all notices of continuances and cancellations be submitted in writing to our Case Administrators, with a copy to your opposing side/counsel.

If notice of continuance or cancellation exceeds the period specified above, all professional fees other than the administrative fee will be refunded.

If notice is less than the period specified above, the party that requests the continuance or cancellation shall pay 100% of the fees for the hearing. Our office will try to rebook the time to mitigate these fees.

OTHER IMPORTANT INFORMATION

- *Professional fees will be estimated and billed in advance of each hearing. All professional fees will be refunded for unused time for arbitrations, references and private trials only.*
- *All fees are due in advance of the hearings, by the specified due dates on the invoices.*
- *For arbitrations, references and private trials, all fees must be paid prior to the issuance of the award, order or judgment.*
- *Benchmark Resolution Group LLC agreement to render services is with counsel, carriers, and any other representative of each party. Benchmark Resolution Group LLC reserves the right to cancel any proceeding due to non-payment or untimely payment of professional and administrative fees.*