

WILLIAMS & WILLIAMS MEDIATION

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ELIZABETH A. WILLIAMS
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Fee Schedule for Mediation Services

Jack Williams' mediation fee is \$650.00 per hour.
Elizabeth Williams' mediation fee is \$350.00 per hour.

All fees are to be shared equally by each of the parties, unless otherwise agreed upon by the parties to apportion the fee differently. It is not necessary to inform our office prior to the mediation if a different fee apportionment agreement has been established.

It is not necessary to secure a mediation date by sending a deposit or a retainer. We do not charge a per diem rate, nor do we charge for administrative, set-up, confirmation fees, or for routine telephone follow-up, correspondence or status contact with the Court or the mediation participants. Mediations are billed at the aforementioned hourly rates for preparation time and the time during which mediation efforts occurred.

Cancellation & Rescheduling Policy:

Cancellations and continuances must be requested by phone: 408-288-3868 x 117 or by fax: 408-288-3860. Email cancellations will not be accepted. A **two-hour fee** at the mediator's hourly billing rate will be assessed to the requesting party (or shared by the parties, per their agreement) for continuances or cancellations made **ten** business days or fewer before the mediation. Those who request a **full-day** mediation agree to pay for eight hours of mediation at the mediator's billing rate for the cancelled session.

Please feel free to contact our office with additional questions or concerns. We look forward to working with you to resolve your matter.