

**MASTERS**



**RIBAKOFF**

mediation • arbitration • investigation

## **ARBITRATION FEE /CANCELLATION POLICY**

### **Arbitration Fees**

The Arbitrator's hourly rate of \$450 will be billed for all time which the arbitrator spends reviewing briefs, exhibits and other materials and for time spent preparing for and conducting administrative conferences, preliminary hearings and evidentiary hearings, and for time spent in deliberations and on post-hearing matters. Reasonable local travel expenses, such as parking charges incurred by the Arbitrator, must be reimbursed. If out of town travel is required, coach class airfare, standard room rates at business class hotels, standard size rental car expenses and meals for one person will be charged. No charge will be made for the Arbitrator's travel time within the local area. The Arbitrator's time and expenses will be billed and payable on a monthly basis.

Please note that an advance deposit of \$5,000.00 (per party) for the Arbitrator's future fees is required, along with the signed Stipulation Re Arbitrator Compensation, to confirm the Arbitrator's appointment. In addition, fees for the number of days reserved for arbitration (7 hours/day) plus study/award time shall be deposited not less than 60 days before first scheduled hearing.

Unless otherwise agreed or mandated by law, the parties shall bear the costs of such compensation equally, and shall advance such compensation as directed by the office of the Arbitrator, subject to final apportionment by the Arbitrator in the Award.

### **Cancellation Policy**

Fees will be deemed earned, and immediately payable, at the rate of four (4) hours per scheduled day at respective hourly rate if the matter cancelled or continued for any reason unless the Arbitrator is notified in writing 45 days before the hearing date. If notified less than ten (10) business days before hearing, fees deemed earned at the rate of six (6) hours per scheduled day. If the Arbitrator is able to rebook the unused time, credit will be given.

Effective as of January 2011