

**MASTERS**



**RIBAKOFF**

mediation • arbitration • investigation

## **ARBITRATION FEE / CANCELLATION POLICY**

### **Arbitration Fees**

Ms. Masters charges an hourly rate of \$450 while Mr. Ribakoff charges \$495. The hourly rate is applied to all time spent reviewing briefs, exhibits and other materials, legal research, preparing for and conducting administrative conferences, preliminary hearings and evidentiary hearings, deliberations and award preparation, and post-hearing matters.

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, although reasonable local travel expenses, such as parking or tolls must be reimbursed. Time and expenses will be billed and payable on a monthly basis.

The parties shall bear the fees and costs of the arbitration in accordance with their agreement and as mandated by law. An advance deposit of \$5,000.00 toward the Arbitrator's anticipated 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 (8 hours/day) plus study/award time shall be deposited not less than 60 days before first scheduled hearing, or scheduled dates may be vacated.

### **Cancellation Policy**

If notice of cancellation or continuance is given in writing more than 45 days before a scheduled date for motion or hearing date, no cancellation or continuance fees will be charged. However, if notice of cancellation or continuance is given within 45 days of a scheduled date, the hourly fees for the scheduled time will be deemed earned, and immediately payable, at our respective hourly rates. The cancellation fees will be waived if the Arbitrator is, with reasonable due diligence, able to rebook the unused time, or, in the Arbitrator's discretion, some exigent circumstance exists.

Effective as of January 2014

10061 riverside drive #1035 • toluca lake, ca 91602 • p 818.955.8518 • f 818.955.8616

**[www.masters-ribakoff.com](http://www.masters-ribakoff.com)**