



Fee Information

Clackamas County Resolution Services

1. The rate for our services is \$125 per hour and includes:

Case Management

Telephone calls, emails, letters, scheduling, conversations with counsel, memoranda, and other work performed by your mediator outside of your session.

Mediation Sessions

- a. You pay for the scheduled appointment time, whether or not you use all of the time
- b. If your session exceeds the scheduled time frame, you are charged in quarter-hour increments, rounded up to the next 15 minutes

Document Preparation

Draft and final mediated agreements (to reflect any agreements or understandings that you reach in mediation).

2. Payment Responsibility & Methods of Payment

- a. You are jointly and individually responsible to pay for all fees..
- b. Each party will be charged an equal share of the total cost, unless all parties agree to a different arrangement and notify Resolution Services, except:
 - i. If you cancel with less than 48 hours' notice, or do not show up for the session, the person who missed the scheduled mediation session will be responsible for the fee for the whole session (not just your half), even if your fees for services are covered by the court or waived.
 - ii. If you have an individual session with your mediator, you pay for your own individual session (this is rare and does not include sessions that the mediator meets with you and the other person in separate break-out rooms.)
- c. Fees and any outstanding balance are due before your mediation session begins.
- d. If the parties do not participate in mediation or if mediation is cancelled, we will bill for case management work completed to date.

e. Coordinator is available to give you your current balance upon request.

3. Cancellation Policy

You are each individually responsible for informing our office that you are cancelling a scheduled joint mediation session. If you cancel with at least 48 hours' notice, you will not be charged for the session. See 2.c.i. above for responsibilities for cancellations without 48 hours' notice, including missed sessions.