



[www.ADRSERVICES.com](http://www.ADRSERVICES.com)

## MASS EMPLOYMENT ARBITRATION FEE SCHEDULE

*This Mass Employment Arbitration Fee Schedule shall apply when twenty (20) or more arbitration claims are filed which: (1) involve the same or similar parties; (2) are based on the same or similar claims which arise from the same or substantially identical transactions, incidents, or events requiring the determination of the same or substantially identical questions of law or fact; and (3) involve the same or coordinated counsel for the parties. If a dispute arises regarding whether the cases satisfy this criteria, ADR Services, Inc. reserves the right to make a final determination.*

### INITIAL FILING FEE

*The following Non-Refundable Initial Filing fee is assessed to the Claimant upon the filing of each claim:*

**INITIAL FILING FEE** ..... \$250.00 per Claimant

### ADMINISTRATIVE FEE

*ADR Services, Inc.'s Non-Refundable Administrative Fee is assessed to the employer upon issuance of a commencement letter. The employer shall be responsible for this fee, even in the event of a timely cancellation. The fee includes, but is not limited to, case management services from our staff and use of the conference rooms and business facilities throughout the duration of the case.*

**ADMINISTRATIVE FEE** ..... \$495 per claim

### NEUTRALS' RATES

**The hourly and daily rates of our neutrals vary depending on the panelist selected. Neutrals are independent contractors and set their own rates. The hourly fee for the estimated and scheduled hearing time shall be paid in advance of the hearing date. Please note that counsel, not the represented party, has contracted for the neutral's services. Accordingly, counsel will be held responsible for payment of all charges associated with the neutral's services in this matter as designated by law. Neutrals' rates are subject to change by written notice to counsel and shall apply to all services rendered after such notice is given.**

### CANCELLATION AND RESCHEDULING POLICY

*Notice of cancellation or rescheduling must be submitted to our office in writing. Fees will be billed to the requesting party unless otherwise designated by law. Several of our neutrals have their own policy and, if so, it will be clearly stated on any hearing notice and their individual fee schedules.*

	Half Day Hearing (4 hours or less)	Full Day Hearing	Multi Day Hearings*
Notice of 14 days or less	Full Payment Required	Full Payment Required	Full Payment Required
Notice of 15 – 30 days	\$0	\$0	Full Payment Required
Notice of 31 days or more	\$0	\$0	\$0

**\*Please note that all fees for multiple day hearings are due 60 days in advance.**

We are happy to assist counsel with rescheduling a hearing. If appropriate notice is given, there is no continuance fee for the first rescheduling. For the second rescheduling and thereafter, if appropriate notice is provided, a \$100 continuance fee is billed per change.