

ANN T. MARSHALL MEDIATION

2800 1st Avenue Suite 433A, Seattle, WA 98121
Mobile/Text: 206.619.8043 • www.anntmarshall.com
Direct Email: Ann@anntmarshall.com • Case Manager: Admin@anntmarshall.com

2026 FEE SCHEDULE

MEDIATION SERVICES

MEDIATION FEE

Full Day Mediation—Flat Fee

Flat Fee	\$7,500 + Expenses, if any
Included Time	Up to 3 hours preparation (pre-session calls and submission review) + 7 hours mediation session
Additional Time	\$750/hour—covers extra session time, follow-up, and continuing negotiation after the session; billed following the mediation

Half Day Mediation—Flat Fee

Flat Fee	\$5,300 + Expenses, if any
Included Time	Up to 3 hours preparation (pre-session calls and submission review) + 4 hours mediation session
Additional Time	\$750/hour—covers extra session time, follow-up, and continuing negotiation after the session; billed following the mediation

EXPENSES

- **No** administration fees.
- **No** expenses for virtual cases.
- **No** expenses for in-person or hybrid¹ cases in the Seattle or Portland metro areas if hosted by a law firm or held at a no-cost property location.
- Expenses will be charged, on a case-by-case basis, if Ann T. Marshall Mediation hosts an in-person or hybrid¹ case at any location. An estimate of facilities cost will be provided in advance once case details are known—please contact us.
- Expenses will be charged for actual travel costs (e.g., airfare, hotel) for in-person or hybrid¹ cases outside the Seattle or Portland metro areas. Please contact us and we will provide the costs in advance.

PAYMENT

- Parties are responsible for their share of the Mediation Fee as agreed among them (typically divided evenly).
- The attorneys and/or their law firms are responsible for payment to Ann T. Marshall Mediation; clients are responsible to their respective attorneys and/or law firms.
- Payment is due no later than **fourteen (14) days** before the scheduled Mediation Date (the “Payment Due Date”).
- If full payment from all parties is not received by the Payment Due Date, Ann T. Marshall Mediation may cancel the mediation and release the reserved date.

CANCELLATION AND POSTPONEMENT

- If the parties need to cancel or postpone a mediation, please contact us as soon as possible—we will work with you if you want to reschedule the Mediation Date.
- Parties may cancel or postpone on or before the **Cancel/Postpone Deadline** (no later than 14 days before the Mediation Date). After that deadline, each party will be responsible for a **Cancel/Postponement Flat Fee of half the party’s fee**. The Postponement Fee is in addition to the Mediation Fee.
- The parties reserve all rights as between them regarding ultimate responsibility for their respective Cancel/Postponement Flat Fee.
- If the mediation is cancelled and a party paid more than its Cancellation Flat Fee, any excess will be returned.

¹ A hybrid case involves some participants attending in person with the mediator while others join remotely via Zoom or another virtual platform.