

Arbitration Fees and Policies

Effective June 1, 2010

Rates:

Arbitrations are billed at \$1,500.00 (morning or afternoon) or \$2,900.00 (one day).

Each party's *pro rata* share of the fee for the estimated days is due five (5) business days before the first session. Checks should be made payable to Flynn Law Firm, PC (Federal ID #55-0869960). Payment of the remainder of the fee is due before issuance of the findings and order. Counsel and parties are jointly responsible for payment of all fees.

Billing for study or travel time:

Extra hours or study or travel at \$375. Travel time is billed only west of Worcester, Massachusetts, south of the Cape Cod Canal, or out of state.

Scheduling and Cancellations:

Parties may book arbitrations with Flynn Law Firm in either half-day sessions or full-day sessions.

Flynn Law Firm, PC, reserves the right to retain 50 percent of a single day pre-payment if the arbitration is cancelled within three (3) days, and to retain 75 percent of the pre-payment if the cancellation is on the business day before the scheduled arbitration. This is largely because the mere fact of a scheduled mediation is itself a settlement-stimulating event, and the arbitrator's time validly reserved should be compensated.

Procedures:

A pre-hearing telephone conference in the nature of a pre-trial conference will be held to discuss the customary "discovery" or preparation issues, scheduling any deadlines and hearing dates, evidence issues, procedural issues and case resolution if raised. There is no charge for the telephone conference. The conference can be held in person if the matter is complex or any party requires it to be in person.

Directions:

For your convenience, our offices are easy to find. From Route 128 take the Route 16 Exit West into Wellesley. Follow Route 16 3/10^{ths} of a mile. Mica Lane is on the right directly across from Dunkin' Donuts and Papa Razzi Restaurant. Park in the Suite 101 or visitor spaces.

Other hearing locations are available in Boston, Springfield and Worcester for your convenience.

Contact Information:

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