FEE SCHEDULE
TO CODE OF PROCEDURE

Effective February 15, 2015

THE FORUM

FEE SCHEDULE

This Fee Schedule governs Mediations and Arbitrations filed with the FORUM under the Code of Procedure for any cases administered by the FORUM under the rules of the National Arbitration Forum [NAF], the International Arbitration Forum or any other arbitration rules where the FORUM acts as the arbitration administration service provider.

Payment of Fees may be made by cash, personal or business check, bank credit (credit or debit card or other line of credit), or other payment arrangements made in advance of filing. The failure of payment may result in delays of a case or other sanctions as provided in the Code of Procedure.

Questions? Need help with the Fee Schedules?

Contact the Forum or your Case Coordinator:

Forum
P.O. Box 50191
Minneapolis, MN USA 55405-0191
800-474-2371
info@adrforum.com
www.adrforum.com
Mediation Fees

All fees described in this section shall be based on the fees in effect on the date the mediation is accepted by the FORUM. The parties' fees for mediation include a filing fee and the rate set by the Mediator for compensation and expenses. Unless otherwise agreed by the parties, the FORUM will divide the fees equally among the parties.

A. Filing Fee

A non-refundable Mediation Filing Fee of $100 shall be submitted at the same time as the Request for Mediation by the requesting party. The Mediation Filing Fee covers the administrative costs associated with preparing a case for mediation. The FORUM will not take any action on the request until the Mediation Filing Fee is received.

B. Mediator Compensation Rates

The Mediator sets his or her own rate of compensation and that compensation rate will be communicated to the parties prior to appointment of the Mediator.

C. Deposits

1. The FORUM may require that parties deposit estimated amounts as an advance on the costs of the mediation in consultation with the Mediator prior to commencement of the mediation session. Additional sessions or other work performed by the Mediator may require additional deposits. Unless agreed otherwise by the parties, the parties will contribute in equal shares. All deposits will be accounted for and credited to a party in the amount that party paid. In the event that deposits are not used, the remaining balances will be refunded.

2. The FORUM will maintain an ongoing accounting of expenses and, if the incurred expenses sufficiently deplete the deposited funds, additional contributions may be required of the parties.

3. Failure by a party to make a required deposit may result in termination or suspension of the mediation. Mediation Fees are based on the total time spent by the Mediator to prepare for and conduct the mediation. Preparation time shall be reasonable, taking into account the nature and complexity of the case. The parties and Mediator will discuss any special circumstance that calls for more extensive preparation time.

4. Upon termination of the mediation, the FORUM will provide to the parties a statement of expenses and fees. Unless otherwise agreed, any amount remaining of the initial or subsequent deposits will be returned to the parties according to the ratio contributed by the parties. Any balance due or additional fees and expenses will be billed to the parties on the same basis.
D. Additional Fees

The FORUM may assess additional fees to parties that have agreed to supplemental rules and/or procedures, or the exchange of information, that relate to the mediation but are external to these Rules.

E. Expenses

All expenses not covered by the fees above, including, but not limited to, Mediator travel expenses, conference calls, facility charges and session expenses will be shared equally by the parties unless otherwise agreed. Parties shall be individually responsible for their own costs.

F. Collection and Disbursement of Fees and Expenses

Parties and parties' counsel are jointly and severally liable for all fees and expenses, and responsible for the prompt payment of such fees and expenses. The FORUM has the sole responsibility for collecting and disbursing payment to the Mediator, and retains a portion of the Mediation Fees for its services. Parties agree to pay FORUM within thirty (30) days of their receipt of a final fee and expense invoice. FORUM may assess, and the parties and their counsel agree to pay, additional fees and costs for late payments and for expenses, including its legal expenses and reasonable attorney fees to arbitrate or litigate a case to collect payment.

G. Cancellation Fees

Parties are strongly encouraged to meet and confer at least fifteen (15) days before the scheduled mediation session to ensure readiness for the matter and to request postponement or cancellation of any scheduled mediation session. Due to demands on the calendar and the reality of turning away other matters because dates are reserved, parties who fail to appear at a mediation session, or cancel a mediation session or reschedule at party request less than ten (10) days prior to the scheduled mediation session, may be assessed a cancellation fee of an amount no greater than the time reserved for that mediation session.
Arbitration Fees

There are two separate Fee Schedules:

SMALLER CLAIM FEES:
This Schedule governs all Arbitrations with a Claim Amount of up to $75,000. The Smaller Claims fees schedule includes a capped time and cost schedule for hearings which may not be appropriate for more complex Smaller Cases. The Larger Claims fees schedule may be selected by agreement of the Parties and will be applied in the event that the hearing time required exceed the time allocated in the Smaller Claim fee schedule.

LARGER CLAIM ARBITRATION FEES:
This Schedule governs all Arbitrations with a Claim Amount of more than $75,000. Arbitrator compensation is in addition to the administration fees shown.
FEES FOR SMALLER CLAIMS (Claims less than $75,000)

<table>
<thead>
<tr>
<th>FORUM</th>
<th>Filing Fee</th>
<th>Administrative Fee</th>
<th>Participatory Hearing Arbitrator Fee **</th>
<th>Document Hearing Arbitrator Fee *</th>
<th>Total w/Docs. Hearing</th>
<th>Total w/Part. Hearing</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-2,500</td>
<td>200</td>
<td>250</td>
<td>800</td>
<td>400</td>
<td>850</td>
<td>1250</td>
</tr>
<tr>
<td>2,501-10,000</td>
<td>300</td>
<td>350</td>
<td>800</td>
<td>400</td>
<td>1050</td>
<td>1450</td>
</tr>
<tr>
<td>10,001-20,000</td>
<td>400</td>
<td>600</td>
<td>1000</td>
<td>400</td>
<td>1400</td>
<td>2000</td>
</tr>
<tr>
<td>20,001-75,000</td>
<td>500</td>
<td>700</td>
<td>1000</td>
<td>400</td>
<td>1600</td>
<td>2200</td>
</tr>
</tbody>
</table>

*Includes up to ½ day of hearing time    **Includes up to 1 day hearing time

Filing Fee: The fee paid by the Claimant for filing a Claim.

Administrative Fee: The fee assessed by the Forum for its case work.

Document Hearing Fee: The fee for the Arbitrator’s Services for a Document Review Hearing.

Participatory Hearing Fee: The fee for the Arbitrator’s services in a Participatory Hearing.

Multi-Party Hearing: The above fees include two-party Hearings involving one Claimant and one Respondent. Additional fees determined by the Forum may be assessed for each additional Party.

Non-Monetary, Injunctive and Declaratory Relief: The Fees for any Claim involving injunctive or declaratory relief or any other non-monetary claims valued up to $74,999 are the same as the fees for Claim Amounts valued at $74,999.

Other Claimants and Respondents: A Claimant pays the Filing Fee at the time of filing. The Administrative fee and the Participatory or Document Review Arbitrator(s)’ fees are paid in equal parts by the parties unless they have agreed otherwise and are due prior to the appointment of the Arbitrator. For Smaller Cases, where the Claims are $75,000 or less, the Party requesting a Participatory Hearing is assessed the difference between the Document Review Arbitrator’s fee and the Participatory Arbitrator’s fee.

Emergency Hearing Fee: There is a Fee of $500 (five hundred dollars) for an Emergency Document Hearing and $1,000 (one thousand dollars) for an Emergency Participatory Hearing in addition to Arbitrator’s compensation.
**Request Fees:** There are no fees for Requests that are timely filed within the time period established in the Scheduling Notice. Any Request, excluding a Request for Emergency Relief or for a Dispositive Order, made by any Party during the case within the time period established in the Scheduling Notice will be processed without the assessment of a Request Fee. A Party who files a Request after the time period established in the Scheduling Notice shall pay the late Request Fee of $50 per Request.

**Reasoned Awards, Findings and Conclusions Fees:** The fees for written findings of fact, conclusions of law or reasons for the Award in a Smaller Claim case (including the Arbitrator’s fees) are:

<table>
<thead>
<tr>
<th>Claim Size</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0-$2,500</td>
<td>$250</td>
</tr>
<tr>
<td>$2,501 – 10,000</td>
<td>$500</td>
</tr>
<tr>
<td>$10,001 – 20,000</td>
<td>$750</td>
</tr>
<tr>
<td>$20,001 – 75,000</td>
<td>$1000</td>
</tr>
</tbody>
</table>

**Determination of Other Fees:** The FORUM establishes all fees. Parties may obtain the amount of a fee by contacting the FORUM.

**Cancelled or Rescheduled Hearings:** Additional fees may be assessed for cancelled or rescheduled Hearings.

**Abeyance Fee:** A case may be placed into abeyance without charge for up to 365 calendar days, after which the Claimant shall pay to the FORUM an administrative fee of $200 for each additional period of up to 365 calendar days or the FORUM may dismiss the case after providing notice to all parties.
FEES FOR LARGER CLAIMS (Claims $75,000 or more)

Filing Fee: The fee paid by the Claimant for filing a Claim.

Administrative Fee: The fee assessed by the FORUM for its case work.

<table>
<thead>
<tr>
<th>Claim Amount</th>
<th>Filing Fee</th>
<th>Administrative Fee</th>
<th>Total FORUM Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>75,001- 175,000</td>
<td>800</td>
<td>1,200</td>
<td>2,000</td>
</tr>
<tr>
<td>175,001- 250,000</td>
<td>1,000</td>
<td>2,200</td>
<td>3,200</td>
</tr>
<tr>
<td>250,001-500,000</td>
<td>1,500</td>
<td>3,000</td>
<td>4,500</td>
</tr>
<tr>
<td>500,001-1,000,000</td>
<td>2,500</td>
<td>4,000</td>
<td>6,500</td>
</tr>
<tr>
<td>1,000,001-5,000,000</td>
<td>3,500</td>
<td>6,500</td>
<td>10,000</td>
</tr>
<tr>
<td>5,000,001-10,000,000</td>
<td>4,500</td>
<td>8,500</td>
<td>13,000</td>
</tr>
<tr>
<td>10,000,001-15,000,000</td>
<td>5,500</td>
<td>9,500</td>
<td>15,000</td>
</tr>
<tr>
<td>15,000,001-20,000,000</td>
<td>6,500</td>
<td>10,500</td>
<td>17,000</td>
</tr>
<tr>
<td>Above 20,000,001</td>
<td>8,000</td>
<td>11,000</td>
<td>19,000</td>
</tr>
</tbody>
</table>

**Multi-Party Hearing:** The above fees include two-party Hearings involving one Claimant and one Respondent. Additional fees determined by the Forum may be assessed for each additional party.

**Non-Monetary, Injunctive and Declaratory Relief:** The Fees for any Claim involving injunctive or declaratory relief or any other non-monetary claims valued above $74,999 are the same as the fees for Claim Amounts valued at $175,001.

**Hearing/Arbitrator Fees:** The fee for all work done by an Arbitrator is billed at the hourly rate of the Arbitrator times the hours or portions of hours worked.

**Emergency Hearing Fee:** For Claim Amounts of $75,001 to $999,999, there is a fee of $500 (five hundred dollars) for an Emergency Document Hearing and $1,000 (one thousand dollars) for an Emergency Participatory Hearing in addition to applicable Arbitrator compensation fees. For Claim Amounts of $1,000,001 and over, there is a fee of $2,000 (two thousand dollars) for an Emergency Document Hearing and $4,000 (four thousand dollars) for an Emergency Participatory Hearing in addition to applicable Arbitrator compensation fees.

**Prepayment of Fees:** The Forum may require a Party or Parties to pay deposits in advance for Larger Claim fees. This deposit shall be used for fees incurred by the Party in a case and any unused portion of the deposit shall be promptly refunded to the Party after the case is over. An arbitration may not proceed unless fees have been prepaid.
**Reasoned Awards and Findings and Conclusions:** Parties Requesting a Reasoned Award, including a Request for full findings of fact and conclusions of law for disputes for Larger Claims are charged an additional fee $1500.00 in addition to the Arbitrator’s hourly fee. Where an Arbitration Agreement requires written findings of fact, conclusions of law or reasons for the Award, the Parties shall equally split the fee for this work. Where one Party requests written findings of fact and conclusions of law or reasons for the Award, the requesting Party shall pay the fee.

**Determination of Other Fees:** The Forum establishes all other fees. Special services may incur additional fees. Parties may obtain the amount of a fee by contacting the Forum.

**Cancelled or Rescheduled Hearings:** Additional fees may be assessed for canceled or rescheduled Hearings.

**Abeyance Fee:** A case may be placed into abeyance without charge for up to 365 calendar days, after which the Claimant shall pay to the FORUM an administrative fee of $200 for each additional period of up to 365 calendar days or the FORUM may dismiss the case after providing notice to all parties.

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