

**JOSHUA F. KING, ESQ.**  
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### **AGREEMENT FOR ENGAGEMENT OF MEDIATION SERVICES**

HOURLY RATE:        \$150.00 (Kaysville Office)        \$160 (Salt Lake Office)

#### **Reservation of Dates and Necessary Deposits**

A deposit of two hours of mediation is due immediately upon arrival of the mediation session. The deposit made by the parties is inclusive of all mediation services (including preparation, research, consultations, correspondence, administrative set up fees, etc.). Travel time is not charged unless expressly stated and agreed to by the parties. Final payment will be reconciled at the conclusion of the mediation session.

#### **Cancellation**

Costs of the mediation shall be borne equally among the parties unless otherwise agreed by the parties or ordered by the court. If a mediation conference needs to be rescheduled and it is not rescheduled within three (3) days of the originally scheduled mediation conference then a rescheduling fee of \$50.00 will be charged to the party requesting the change. There will be no charge if rescheduled or taken off the calendar before three (3) days from the original mediation conference date.

If a party reschedules or cancels within 24 hours of the scheduled session or does not show up for the scheduled session, that party will be charged for two hours of mediation services (\$300.00).

There will be no charge for cancellation if the parties settle their dispute and provide the mediator with the settlement information within 24 hours of the scheduled mediation session.

#### **Mediation Briefs**

Mediation briefs are extremely helpful in preparation for the first mediation session. Briefs should be **received** by email or at the address above, not later than five (5) days before the first scheduled session. For your convenience there is a form to submit a brief online at our website [www.kingmediation.com](http://www.kingmediation.com). Any attachments can be sent via email or snail mail.

Briefs may be exchanged or kept confidential at the request of a party. Confidential briefs to the mediator should include the history of any settlement discussions, if any. It is also valuable to the mediator if confidential briefs addressed the following: 1) What you think the other party views as a fair outcome; 2) What you see as the principal barriers to settlement; 3) What other information you want the mediator to know to better understand the matter from your, or your client's perspective (This is information that you currently may not want to reveal to the other side). Please indicate on the face sheet of the brief whether or not it is confidential.

#### **Mediation Settlement Authority**

In order to engage in worthwhile negotiation and settlement discussion, it is imperative that the parties in attendance have settlement authority.

#### **References and More Information**

The parties are encouraged to review the background of Mr. King and to visit his web site at [www.kingmediation.com](http://www.kingmediation.com) for more information as well as a collection of informative materials. References are also available on the website. Please sign and fax to us to signify acceptance of terms.