



**FEES AND COSTS FOR  
BINDING ARBITRATION OR NON-BINDING MEDIATION  
GOVERNED BY NAM'S STANDARD RULES AND PROCEDURES**  
*(Effective July 1, 2016)*

These fees pertain to cases heard or conferenced in accordance with NAM's Standard Rules and Procedures.

**The fees vary depending upon the Hearing Officer selected for the case. Hearing Officers that command a different fee structure will be designated as such on NAM's Roster as Special Rate. Such fee structure is presented below under "SPECIAL RATE STRUCTURE FOR DESIGNATED HEARING OFFICERS."**

*These fees do NOT apply to Tri-panel cases, Private/Mock Jury Trials, Videoconferencing and Trial Preparation Services. Please see NAM's separate Fee Sheet for Special Services for fees applicable to those types of cases.*

**ARBITRATION & MEDIATION (LESS THAN 4 PARTIES) UNLESS CASE QUALIFIES FOR THE NAM EXPRESS PROGRAM (SEE BELOW):**

Each party is charged a \$535 administrative fee for Arbitrations or Mediations. The administrative fee includes one hour of reserved Hearing Officer Time. Hearing Officer Time shall be defined as, but not be limited to, all case review time, study, research, decision preparation time, telephone or verbal conference time, as well as reserved and additional actual hearing/conference time (if needed). For instances in which the Hearing Officer Time reserved for the case and/or expended by the Hearing Officer is in excess of one hour, each party will be billed at the rate of \$320 per hour for any additional Hearing Officer Time. The parties are responsible for all time reserved.

Arbitrations or Mediations that are adjourned or cancelled with at least 14 business days notice to NAM are billable at \$225 to the adjourning/cancelling party. Arbitrations or Mediations that are adjourned or cancelled with 3 to 13 business days notice to NAM are billable at \$330 to the adjourning/cancelling party. For adjournments or cancellations with 2 or less business days notice before the hearing/conference date, the party's administrative fee plus the hourly fees for the time reserved for that hearing/conference will be billed to the adjourning/cancelling party. The same rates apply to cases that are settled by the parties prior to the commencement of a hearing/conference except that each party will be billed the fees as described above. Additionally and as applicable, the parties will be responsible for all Hourly Hearing Officer Fees for the number of hours already expended by the Hearing Officer before NAM is notified that a case has been adjourned/cancelled/settled.

**NAM EXPRESS: FOR HIGH-LOW ARBITRATIONS WITH A MAXIMUM HIGH PARAMETER OF \$50,000 OR LESS (LESS THAN 4 PARTIES):**

Each party is charged a DISCOUNTED administrative fee of \$350 (a discount of 35% per party). The administrative fee includes one hour of Hearing Officer Time. All other standard fees apply (see immediately above) except that additional Hearing Officer Time will be billed to each party at the rate of \$250 per hour (a discount of 22% per party). For more information on the NAM Express Program (including the NAM Express Panel), please see a NAM Account Executive.

**ARBITRATION & MEDIATION (4 OR MORE PARTIES):**

Each party is charged a \$360 administrative fee. All administrative fees are non-refundable. This fee includes case administration, coordination, scheduling, document handling, faxing and postage. For each hour of Hearing Officer Time, hourly fees are split equally among all parties as shown in the table below. Hearing Officer Time shall be defined as, but not be limited to, all case review time, study, research, decision preparation time, telephone or verbal conference time, as well as reserved/actual hearing/conference time. Hourly fees are charged equally to all parties for the full duration of the hearing/conference/study and decision preparation time (regardless if any individual party is not present for the total time incurred). The parties are responsible for all time reserved.

Number of Parties	Hourly Fee per Party
4 parties	\$185.00 per hour per party
5 parties	\$148.00 per hour per party
6 parties	\$123.33 per hour per party
7 parties	\$105.71 per hour per party
8 parties	\$ 92.50 per hour per party
9 parties	\$ 82.22 per hour per party
10 parties	\$ 74.00 per hour per party
More than 10 parties	The fee per party will be lower as the hourly fee is split equally among a greater number of parties

Arbitrations or Mediations that are adjourned or cancelled with at least 14 business days notice to NAM are billable at \$360 to the adjourning/cancelling party. Arbitrations or Mediations that are adjourned or cancelled with 3 to 13 business days notice to NAM are billable at \$500 to the adjourning/cancelling party. For adjournments or cancellations with 2 or less business days notice before the hearing/conference date, a fee of \$500 plus the hourly fees for the time reserved for that hearing/conference will be billed to the adjourning/cancelling party. The same rates apply to cases that are settled by the parties prior to the commencement of a hearing/conference except that each party will be billed the fees as described above. Additionally and as applicable, the parties will be responsible for all Hourly Hearing Officer Fees for the number of hours already expended by the Hearing Officer before NAM is notified that a case has been adjourned/cancelled/settled.

#### **SPECIAL RATE STRUCTURE for DESIGNATED HEARING OFFICERS ARBITRATION & MEDIATION (LESS THAN 4 PARTIES):**

Each party is charged a \$675\* administrative fee for Arbitrations or Mediations. The administrative fee includes one hour of reserved Hearing Officer Time. Hearing Officer Time shall be defined as, but not be limited to, all case review time, study, research, decision preparation time, telephone or verbal conference time, as well as reserved and additional actual hearing/conference time (if needed). For instances in which the Hearing Officer Time reserved for the case and/or expended by the Hearing Officer is in excess of one hour, each party will be billed at the rate of \$410\* per hour for any additional Hearing Officer Time. The parties are responsible for all time reserved. *\*In some circumstances, different rates may apply to certain Specially Designated Hearing Officers and to certain types of cases, including medical malpractice and labor law matters. Administrative fees (which include one hour of reserved Hearing Officer Time) may range from \$675 to \$800 and additional Hearing Officer Time may range from \$410 to \$535 per hour per party. Please consult with your NAM Account Executive for the applicable rates.*

Arbitrations or Mediations that are adjourned or cancelled with at least 14 business days notice to NAM are billable at \$325 to the adjourning/cancelling party. Arbitrations or Mediations that are adjourned or cancelled with 3 to 13 business days notice to NAM are billable at \$500 to the adjourning/cancelling party. For adjournments or cancellations with 2 or less business days notice before the hearing/conference date, the party's administrative fee plus the hourly fees for the time reserved for that hearing/conference will be billed to the adjourning/cancelling party. The same rates apply to cases that are settled by the parties prior to the commencement of a hearing/conference except that each party will be billed the fees as described above. Additionally and as applicable, the parties will be responsible for all Hourly Hearing Officer Fees for the number of hours already expended by the Hearing Officer before NAM is notified that a case has been adjourned/cancelled/settled.

#### **SPECIAL RATE STRUCTURE for DESIGNATED HEARING OFFICERS ARBITRATION & MEDIATION (4 OR MORE PARTIES):**

Each party is charged a \$460\* administrative fee. All administrative fees are non-refundable. This fee includes case administration, coordination, scheduling, document handling, faxing and postage. For each hour of Hearing Officer Time,

hourly fees are split equally among all parties as shown in the table below. Hearing Officer Time shall be defined as, but not be limited to, all case review time, study, research, decision preparation time, telephone or verbal conference time, as well as reserved/actual hearing/conference time. Hourly fees are charged equally to all parties for the full duration of the hearing/conference/study and decision preparation time (regardless if any individual party is not present for the total time incurred). The parties are responsible for all time reserved. *\*In some circumstances, different Hourly fees may apply to certain Specially Designated Hearing Officers and to certain types of cases, including medical malpractice and labor law matters. For example, on a multi-party case with 4 parties, the Hourly fees may range from \$230 to \$292.50 per hour per party. Please consult with your NAM Account Executive for the applicable rates.*

Number of Parties	Hourly Fee per Party
4 parties	\$230.00 per hour per party
5 parties	\$184.00 per hour per party
6 parties	\$153.33 per hour per party
7 parties	\$131.43 per hour per party
8 parties	\$115.00 per hour per party
9 parties	\$102.22 per hour per party
10 parties	\$ 92.00 per hour per party
More than 10 parties	The fee per party will be lower as the hourly fee is split equally among a greater number of parties

Arbitrations or Mediations that are adjourned or cancelled with at least 14 business days notice to NAM are billable at \$460 to the adjourning/cancelling party. Arbitrations or Mediations that are adjourned or cancelled with 3 to 13 business days notice to NAM are billable at \$750 to the adjourning/cancelling party. For adjournments or cancellations with 2 or less business days notice before the hearing/conference date, a fee of \$750 plus the hourly fees for the time reserved for that hearing/conference will be billed to the adjourning/cancelling party. The same rates apply to cases that are settled by the parties prior to the commencement of a hearing/conference except that each party will be billed the fees as described above. Additionally and as applicable, the parties will be responsible for all Hourly Hearing Officer Fees for the number of hours already expended by the Hearing Officer before NAM is notified that a case has been adjourned/cancelled/settled.

## **PAYMENT TERMS**

Administrative fees and advance hearing time reserved for continued hearings are due two weeks prior to the hearing date. If a case is scheduled less than two weeks before the hearing date, the fees are due upon receipt of the invoice but in no event later than the hearing date. NAM may elect not to commence administration of the claim or not to allow the hearing/conference to proceed until all outstanding fees are paid. Fees for adjournments, cancellations, settlements, and hearing time/Hearing Officer study time are due within 10 days of invoice date. Interest will be charged at a rate of 1.5% per month on balances more than 30 days past due.

Any questions or concerns regarding invoices should be brought to NAM's attention within 30 days of the receipt of the invoice. Any comments received after 30 days cannot be considered.

**Fees and costs are effective as of 7/1/16. All fees are subject to adjustment annually as of July 1<sup>st</sup> of each year. Hearing Officer travel time (should any be required) is billable to each party at the assigned Hearing Officer's travel time rate.**