



# HUMBOLDT MEDIATION SERVICES

Phone: (707) 572-4092, Text OK  
 Email: [humboldtmediation@reninet.com](mailto:humboldtmediation@reninet.com)

## Mediation Fee Schedule

**Please return this form with your payment.** Checks should be made payable to Humboldt Mediation Services and sent to HMS at Post Office Box 76; Bayside, CA 95524. If you have any questions, please call or text us at (707) 572-4092.

**A Note about Fees:** It's our greatest concern to assist in peaceful resolution of conflict in our families, neighborhoods and communities. HMS uses a sliding fee scale based on ability to pay, and we keep that scale as modest as we can while still keeping our doors open. Please see the chart below.

**Intake Fee:** Intake fees are charged to each party. These fees are not subject to refund. Once intake fees are paid by both parties, we can begin the process and assign mediators to your case.

**Case Development and Mediation Session Fees:** A case development fee (CDF) is charged to each party and covers an individual case development meeting. A mediation session fee (MSF) is charged per mediation session to each party. This fee covers a mediation session with a panel of 3 mediators. Sessions usually range from 2-3 hours. (If a session goes longer than 3 hours, we usually find that people need to take a break and reconvene another day.) The CDFs and MSFs are due and payable prior to the case development interview. All fees are based on the sliding scale below. CDFs and MSFs are refunded if those sessions do not occur. However, when a case must be closed because a party declines to proceed, the CDF and MSF shall not be refunded to the canceling party.

Please check the box next to your annual income range to identify your Mediation Session Fee:

	Gross Annual Income	Check one:	Intake Fee	Case Development Fee	Mediation Session Fee
1	<\$10,000		\$20	\$20	\$20
2	\$10,001 - \$15,000		\$20	\$20	\$25
3	\$15,001 - \$20,000		\$20	\$20	\$35
4	\$20,001 - \$30,000		\$25	\$25	\$50
5	\$30,001 - \$40,000		\$30	\$30	\$70
6	\$40,001 - \$55,000		\$35	\$35	\$100
7	\$55,001 - \$70,000		\$45	\$45	\$130
8	\$70,001 - \$85,000		\$45	\$45	\$160
9	\$85,001 - \$100,000		\$50	\$50	\$190
10	\$100,001 - \$125,000		\$50	\$50	\$225
11	\$125,001 - \$150,000		\$50	\$50	\$275
12	\$150,001 - \$200,000		\$60	\$60	\$350
13	\$200,001 - \$250,000		\$60	\$60	\$425
14	\$250,001 +		\$60	\$60	\$525

\* Fee reduction or waiver may be applied to a MSF, depending on number of dependents/ household members supported by the Party. If our minimum mediation fee creates a financial hardship, please contact our office.

Enclosed please find my payment of:

Intake Fee:	
Case Development Fee:	
Mediation Session Fee:	
<b>Total Fees enclosed:</b>	

Your Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Telephone Numbers

Home: \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_

**Please complete both this page and the intake questionnaire and return them with your fees.**