

**ADR OFFICE OF KENNETH L. (KEN) MANN**  
**SCHEDULE OF FEES AND COSTS FOR**  
**ALL MEDIATION, ARBITRATION, COURT SPECIAL MASTER,**  
**DISCOVERY REFEREE, ETC. SERVICES**

**Hourly Rate:**

\$300 per hour for time spent before, during and after mediations and hearings (*e.g.*, document review and drafting, communications with case managers, counsel, and others, and any research necessary, if any, to supplement materials provided by counsel), except for travel time exception discussed below.

**Travel Time:**

*Continental United States:* No charge for travel time except for hearings and mediations outside of Maricopa County -- and even then, only if the total in-person hearing or mediation time over two consecutive days is less than twelve hours.

*Hawaii and Internationally:* For hearings or mediations outside the continental United States, travel time is only charged if the total in-person hearing or mediation time over three or less consecutive days is less than eighteen hours.

*Travel Time Rate (when applicable):* In those limited situations when travel time is charged, it is charged at \$150 per hour (50% of the regular hourly rate).

**Expenses:**

Transportation costs (or IRS mileage rate, as applicable) are only charged for travel to locations outside of Maricopa County, plus, of course, any meals, lodging and related travel costs and expenses incurred.

**Geographic Territory:**

Willing to travel nationally and internationally.

**Cancellations:**

Parties are responsible for any time incurred and any non-refundable travel costs incurred, if any, prior to receipt of written notice of cancellation of any hearing or mediation. Additionally, except if caused by Acts of God, a cancellation fee of \$900 per scheduled day may be charged for mediations, final hearings, and other hearings (other than preliminary hearings and conferences scheduled for two hours or less) unless written notice of cancellation is received at least five (5) business days in advance of the first scheduled day of the scheduled mediation or hearing.