



1. Income is established by the Adjusted Gross Income from the most recently filed Federal 1040 tax form. A copy of the relevant page from this tax form is required from each party before signing. Income for businesses is established from gross revenue less any salary/wages paid to the party, e.g., Corporate Form 1120.

2. Payments for administrative fees are due at the signing of the Agreement to Mediate and payments for hourly charges are due at the end of each mediation session.

FEES FOR INTERIM PREPARATION BETWEEN MEDIATION SESSIONS & TRAVEL

These services include, but are not limited to: contact with attorneys, accountants, or other third parties as directed by the principal parties; preparation of information relevant to reaching an agreement; efforts to include additional parties or unusual efforts necessary to schedule sessions; travel to mediation sessions; and final drafting of the "Memorandum of Agreement" when mediation is completed. Travel fees are charged at a rate of \$25 per hour plus a mileage rate of 0.55.