

DeTORRES & DeGEORGE, LLC
146 MAIN STREET
FLEMINGTON, NJ 08822
(908)-284-6005
(908)-284-6007 Fax
Email: info@DandDFamilyLaw.com

Website: www.DandDFamilyLaw.com

A STEP BY STEP APPROACH TO OUR MEDIATION PROCEDURES

1. CLIENT ORIENTATION

We will first schedule an orientation session with you and the other party. If the other party does not know about mediation or does not initially want to mediate, you can request that we make contact with the other party to start the mediation. At the orientation, both parties will be introduced to the mediation process through the following:

ORIENTATION PHASE I (NO CHARGE)

- ☐ Receive client packet
- ☐ Discuss questions/concerns related to mediation
- ☐ Schedule appointment with mediator
- ☐ Sign mediation agreement

2. MEDIATION SESSIONS

Mediation sessions are 1-3 hours in length. The mediator helps the parties resolve conflict by: 1) providing a safe place for the parties to communicate; 2) helps the parties create options for resolutions; and 3) helps the parties think about open issues from different perspectives.

All communications during and associated with your mediation are confidential and can never be used against you in a court of law. Most divorce mediations last between three to six sessions. If private sessions are not conducted the mediation sessions can take longer. After orientation, parties will meet with the mediator for their first joint mediation session. The mediator, having received information from the clients, will be familiar with the necessary background information of the parties.

After the first joint session, the mediator will then conduct individual or joint sessions as agreed until settlement is reached. Between sessions, please contact us for additional assistance or further information.

4. POST-MEDIATION

Summary Letters: When the mediation sessions end, the mediator will prepare summary letters for both clients and will mail these letters to the clients.

Memo of Understanding: At the end of the mediation, the mediator will prepare a Memorandum that incorporates the critical points of the agreement reached between the parties. Once the parties sign, this becomes a binding contract.

5. DRAFTING OF LEGAL DOCUMENTS

At your request, we will draft Judgments, Property Settlement Agreements, Disclosures, Deeds, etc. However, you can have documents prepared by any lawyer, paralegal, or you could even do them yourself.

6. FEES AND PAYMENT INFORMATION

- ❑ Phase I Orientation No Charge
- ❑ Mediation sessions \$300.00 per Hour
- ❑ Clients pay at the end of each scheduled session.
- ❑ Inter-session letters will be charged for one half hour of the mediator's hourly rate. Letters will be mailed and payment is due upon request for the letter.
- ❑ One between session telephone call between the mediator and client(s) is free of charge. However, if more are needed, the client will be billed a pro-rated fee based on the mediator's hourly rate. Payment is due prior to the next session.
- ❑ All telephone calls between the clients and the mediator will be charged a minimum of .2 increments of the mediator's hourly rate.