

Conflict Mediation Coach

Personal and Corporate Peacemaking

Erik Johnson, Conflict Mediator

A service of Family Challenge Ministries

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Terms and Conditions:

Hourly Fees

It is customary for each party in a dispute to pay half of mediation fees. It is not required that both parties pay half, however, as the nature of each disputes varies. In some cases one party pays our entire fee. For work done on an hourly basis, time is billed at \$95/hour. This includes phone consultations, mediation, reading/writing reports as needed. **Erik Johnson** is responsible to provide a description of activities during billable hours if requested. Travel time to sites other than our Bellingham office is billed at half of the standard hourly fee.

Direct Project Expenses

Any direct expense incurred while working for a client will be billed to the client at cost. This includes but is not limited to printing, long distance calls, meals, and lodging. Mileage from **Erik Johnson's** Bellingham office in excess of ten miles round trip will be billed at .44 cents per mile.

Payment

Invoices will be mailed at the end of each month and payment is due within fifteen days of the invoice date. If payment is not received when due, **Erik Johnson** may, at its option, immediately cease work. Delinquent accounts will accrue interest at 1% per month.

Confidentiality

Erik Johnson will maintain in confidence (a) the subject matter of this agreement, (b) the work carried out, (c) business or technical information of clients acquired by **Erik Johnson** as a result of the work done under this agreement. **Erik Johnson** will not, without client's prior authorization, directly or indirectly use, publish, or disclose to others any information, data, results or opinions from the work done under this agreement.