

CP Family Mediation Fees

For private clients from 1st November 2023

(For clients not eligible for legal aid)
 VAT Registration Number: 284 8731 61

All fees are **per person** and include VAT. We take payment **in advance or on the day** of the meeting and may have to cancel if payment is not received. We will invoice you at the point of drafting and preparing mediation documents and send them out once payment is received.

Individual Meeting Costs (MIAM)	Costs per person including VAT
Individual pre-mediation Session (MIAM) The fee includes all letters and phone calls up to the start of mediation, meeting with the mediator and provision of forms for applying to court if mediation is not suitable (C100 / FM1 / Form A)	£140 per person
Mediation Sessions Costs	Costs per person
Standard Mediation Session The fee covers mediator time during the meeting, plus writing up time and admin afterwards. If the mediator sends you a summary letter following your meeting, this is also included in the session fee. A standard session is generally 1 ½ hours We do not usually charge separately for letters, emails, texts or phone calls during the course of mediation apart from writing up your proposals and agreements. However, if the mediator is going to spend extra time on your case then we will look at whether a different fee structure is needed. We will always agree this with you prior to starting work or billing you. Shuttle Mediation (separate rooms or separate video calls) is generally 2 hours	£140 per person (1 hour) £210 per person (1½ hours) £280 per person (2 hours)
Final Document Preparation Costs - documents will be released once all fees due have been paid	
Drafting of Parenting Plan/Statement of Child Arrangements (document)	£115
Drafting of Open Financial Statement (financial mediation document)	£145
Drafting of Memorandum of Understanding (financial mediation document)	£220
Other Fees	
Cancellation Fees may apply <ul style="list-style-type: none"> • appointments cancelled with less than 2 working days' notice • failing to attend the appointment 	£35

Payment Terms:

We can accept payment by cash, bank transfer or cheque made payable to CP Mediation.

Contact us on **01777 818193** or email **contact@cpmediation.co.uk** to discuss your particular circumstances.

Child Inclusive Mediation (CIM) consultation with children in mediation is charged at the hourly rate of £120 per hour, per person, in addition to all other work undertaken and detailed above.

For glossary of terms and further information please see below

GLOSSARY:

C100 / FM1 / Form A (Applications to Court):

Before making an application to Court, you must first attend a MIAM session with a mediator. If it is decided that mediation is not suitable right now we can issue the mediator certified page duly signed by the mediator of the appropriate court form which is usually a C100, FM1 or Form A and this form expires after 4 months of your meeting.

MIAM (Mediation Information and Assessment Meeting):

This is a confidential pre-mediation appointment with the mediator. It helps us find out about your current situation and gives you a chance to find out more about mediation before deciding if you want to proceed. If for some reason mediation is not suitable, the mediator will be able to discuss the other options available to you in seeking to resolve matters. You will need to attend one of these meetings before you can make a Court application.

Mediation Session

This is a legally privileged mediation meeting for both of you which can be held jointly in the same room or on video calls at the same time or by shuttle mediation in separate rooms or separate video calls.

Co-mediation:

In a complex mediation situation, clients and the mediator sometimes decide that having 2 mediators would help them in their discussions.

Child Inclusive Mediation (CIM)

Sometimes after MIAMs and during mediation sessions, parents decide that it will be helpful to ask their children for their views about some of the issues under discussion. This might include such matters as future contact arrangements and living arrangements. These sessions allow the views of children to be heard and included in family mediation. This often helps the parents to make informed decisions about their children's futures.

Parenting Plan/Statement of Child Arrangements:

This document records all of the arrangements you have agreed with regard to your children. It may typically include such things as your regular pattern of contact with your children, any payments you will be making/ receiving, holiday periods or other important events for your children.

Open Financial Statement (OFS):

This is a record of your joint financial disclosures and is used as an agreed statement of the assets and liabilities that have been disclosed during your mediation sessions.

Memorandum of Understanding (MOU):

Your mediator will write this for you at the end of mediation if you have mediated about finances and property. It records all of the arrangements you have agreed during the course of your mediation sessions and can form the basis of the consent order where you are agreeing the financial settlement on divorce.