

**Mediation Fees of St. John's Counselling Service**  
 (as of 1 Apr 2021)

**1. Mediation Session Fees**

Fees Per Hour	HK\$	HK\$	HK\$	HK\$
1 <sup>st</sup> Individual Session ( <i>paid by attending party</i> )	1,250	1,250	1,250	1,250
Individual Sessions ( <i>paid by attending party</i> )	1,250	1,500	1,800	1,800
Joint Sessions ( <i>apportioned between parties equally</i> )	2,000	2,600	3,000	3,000
<b>If meet following financial criteria</b>	<b>if ↓</b>	<b>if ↓</b>	<b>If ↓</b>	<b>If ↓</b>
The higher of :-				
1. Monthly Income * <i>Family (not individual)</i> or 2. Total Assets - <i>excluding self-use home</i>	< 90K or < 10M	90K - 150K or 10M - 20M	> 150K or > 20M	unknown or unknown

**2. Additional Fees**

- a. For administration. Emailing, telephoning and texting for administration and appointment purposes will be charged at \$300 per \$15 minutes. This charge will be collected at termination of the mediation. A maximum charge will be 2 hours unless prior notice of additional time charge is given to clients.
- b. For drafting documents. A per page charge of \$1000 per A4 normal font single space page for initial drafting and subsequent substantial amendments. "Substantial amendment" means any change to the general principles or structure of the settlement or the amount of details required (excluding typing or grammar errors, or change in numbers or dates).

**3. Apportionment of Fees between the parties**

- a. Each party is responsible for their Individual Session fees.
- b. The liability to pay for Joint Sessions and Additional Fees are apportioned equally between the parties, or in the manner as they may agree.

**4. Cancellation, Rescheduling & Refunds**

- a. 24 hours prior written notice is required for any cancellation or rescheduling of any session; failing which full fees are charged to the requesting party (who shall also be responsible for the other parties' share of any joint session fees).
- b. No refund or reduction in fees for meetings ending earlier than the scheduled time duration.