

FEES SCHEDULE

1. The fees payable by the parties to the Law Society shall be as follows:
 - (a) Non-refundable administration fee of S\$100 per party where the quantum of claim is below S\$60,000, or S\$200 per party where the quantum of claim is above S\$60,000, payable at the time the Request is submitted; and
 - (b) Mediation Fees as set out in paragraph 2.1 to 2.5 of the Fees Schedule.
- 2.1 A “**half-day mediation**” under this Fees Schedule means a mediation session held on a weekday (excluding Public Holidays) from 9.00am to 1.00pm.

A “**full-day mediation**” under this Fees Schedule means a mediation session held on a weekday (excluding Public Holidays) from 9.00am to 6.00pm (inclusive of 1-hour lunch break).

Mediation for Dispute Amount up to S\$60,000

- 2.2 For all mediations concerning civil matters (other than matrimonial matters), the Mediation Fees for a two-party mediation shall be as follows:

Quantum of Claim(s) and Counterclaim(s) (S\$)	Mediation Fees (S\$)
Up to 60,000	250 per party per half-day
Up to 60,000	500 per party per day

Where the quantum of the claim is up to S\$60,000, parties have the option to choose either a “half-day mediation” (up to 4 hours) or a “full-day mediation” (up to 8 hours).

Mediation for Dispute Amount more than S\$60,000

- 2.3 For all mediations concerning civil matters (other than matrimonial matters), the Mediation Fees for a two-party full-day mediation shall be as follows:

Quantum of Claim(s) and Counterclaim(s) (S\$)	Mediation Fees (S\$)
Above 60,000 to 100,000	750 per party per day
Above 100,000 to 250,000	1,000 per party per day

Above 250,000 to 500,000	2,000 per party per day
Above 500,000 to 1,000,000	2,500 per party per day
Above 1,000,000 to 2,500,000	3,500 per party per day
Above 2,500,000 to 5,000,000	4,500 per party per day
Above 5,000,000	6,000 per party per day

- 2.4 Where there are multiple parties the Law Society will advise all parties on the Mediation Fees payable.
- 2.5 Additional Mediation Fees shall be payable where any mediation session goes beyond the prescribed hours. Such fees shall be payable by each party at the rate of S\$200 per party for each block of two (2) hours or part thereof.
- 2.6 Where parties cancel the Mediation and notify the Law Society of such cancellation:
- (a) within 3 clear working days prior to the Mediation Date, the Party that initiates the cancellation shall pay a cancellation fee equal to 50% of the Mediation Fee; or
 - (b) within 24 hours prior to the Mediation Date, the Party that initiates the cancellation shall pay a cancellation fee equal to 100% of the Mediation Fee.
3. The Law Society shall charge a surcharge of 25% on all fees when the mediation commences outside regular business hours (defined as after 6.00pm on weekdays, Saturdays, Sundays and public holidays).
4. The Law Society may review the Fees Schedule from time to time and will set out the latest Fees Schedule on the Law Society of Singapore's website.