

SUE PATERSON FAMILY LAW
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Barrister and Solicitor, Mediator, Collaborative Lawyer

2016

Dear Prospective Mediation Clients:

Nice to hear from you both and I am glad to hear that you are both interested in trying to mediate the terms of your separation.

One of the first things that we are required to do in mediation is to have a private, confidential 'screening' meeting with each of you (approximately 60 to 90 minutes with each), so that I can understand each of your concerns, and help you assess first whether this is the right process for each of you and your family. If it seems that this is the best choice for each of you, we will then set up an agenda, and get together to work through all necessary issues.

In order to give you a better sense of the mediation process, I have attached the following documents for you both to review, before we meet.

The first document is called the 'intake form', and it would be really helpful if you both would complete this document (separately), and return it to me before our first individual meeting if possible.

The second document is called the 'Agreement to Mediate', which, if we all decide this is the best process for your family, we will sign the document to give some rules to our process. It is important to note that I cannot give either of you independent legal advice – you need your own lawyers to do so; the benefit to having me mediate your case, however, is that as a lawyer, I am intimately familiar with all of the legal issues and solutions that your own lawyers would want to ensure get covered. This can normally minimize the time that each of you spend with your own lawyers at a rate not being shared with the other person.

Thirdly, I have attached a statement of mediation principles, as a reminder of what the process is about.

As you will see, my mediation rates (less than my rates as a lawyer!) are \$250/hr plus HST for all time that I spend meeting or speaking with either or both of you, scheduling meetings, reviewing or drafting documents, responding to emails or otherwise working on your case.

Many people agree that they will simply split the fees 50/50, but it is a matter for the two of you to decide – I ask that you provide me with a retainer of \$1,500.00 (not each) to start. I draw from this retainer as we work on your file. If we finish before the retainer is used, the

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balance is refunded. If it takes more time, however, I will ask you, from time to time, to replenish this retainer, until we are finished.

Please have a look at the documentation, and let me know if you would like to get started.

All the best,

Sincerely,

Sue Paterson

Sue Paterson

Enc: Family Mediation Intake Form
Agreement to Mediate
Principles of Mediation