

Darrell E. Larson
Scott D. Jensen
Timothy R. Dittus
Randall S. Hanson
Russ J. Melland
Matt A. Paulson
Megan J. Flom
Margaretha J. Spezzano
Jacqueline A. Bergstrom*
* Licensed in ND only

OFFICE MANAGER
Cathy A. Muus



401 Demers Avenue, Suite 500
Grand Forks, ND 58201-2703

T: (701) 775-5595
F: (701) 772-3743
www.camrudlaw.com

PARALEGALS
Kathy L. Freidig - CP
Sue L. Schaumburg - CP
Ashley N. Nelson
Oksana Mehrkens - CP

EST. 1932

LICENSED TO PRACTICE IN NORTH DAKOTA AND MINNESOTA

INSERT DATE

Name
Address
City

Re: Mediation
Our File No.

Dear Attorneys:

This will confirm mediation, in the above-mentioned matter, will be held on Thursday, November 1, 2018, at 9:00 a.m., here in our office.

My rate is \$325 per hour plus expenses, and is generally paid by each party paying one-half of the charges unless you agree otherwise. I require a retainer of \$1,500.00 to be paid prior to the start of mediation, and is also generally paid by each party paying one-half of the retainer unless you agree otherwise.

Please forward in advance any information that you feel would be beneficial. It will be treated in a confidential manner. If we have the following information we are more likely to have a successful mediation:

1. A general outline of the status of the case, offers made to date, and strengths and weaknesses of the case, as well as your thoughts on the damage categories you feel apply. A confidential idea of the value of the case is helpful.
2. If the value of the case depends on the outcome of motions to the court which have not yet been decided, or on a novel area of the law, you should include an outline of the law from your perspective.
3. You should tell me who will attend the mediation. Someone with authority should attend the mediation in person.
4. Subrogation. More mediations fail because of lack of information regarding subrogation than for any other reason. If you have a case where you need to pay a subrogated interest or medical bills or other expenses from the proceeds of settlement, you should have information on the amounts and whether the amount can be compromised.

I am attaching a Mediation Agreement that will be signed at the mediation.

If you have any questions or concerns, please do not hesitate to contact our office.

Very truly yours,

SCOTT D. JENSEN
sjensen@camrudlaw.com

SDJ/tle
Enclosure