

No.	Item	Charges
1.	<b>Non-Refundable Registration Fee</b> (inclusive of GST) (payable upon delivery of notice of arbitration)	\$100
2.	<b>Appointment Fee for Request to President of the Law Society for Appointment of an Arbitrator</b> (inclusive of GST) (payable upon delivery of request for appointment of an arbitrator)	\$200
3.	<b>Meeting Room Rental Charges</b> (inclusive of GST)  One 4 hour session (between the hours from 9am to 5pm) With refreshments (coffee/tea/water and 2 snacks)  For every subsequent hour thereafter  <b>Cancellation Charges:</b>  Less than a month's notice  At any time during the arbitration hearing	\$200  \$60 per hour  20% of the total room rental charges payable.  30% of the total room rental charges payable for the remaining rental period which was not used.
4.	<b>Photocopying Charges</b>	\$0.20 per copy  \$0.40 per copy for colour copy
5.	<b>Multi Media Projector Rental Charges</b>	\$100 per day (up to a maximum of 8 hours)
6.	<b>Charges of Interpreter</b>	Interpreter's fees + Administrative charges of \$20
7.	<b>Charges for Typing and Secretarial Services</b>	\$50 per hour

\* Administrative charges are subject to change without notice by the Law Society. For the latest administrative charges, please refer to the Law Society's website at [www.lawsociety.org.sg](http://www.lawsociety.org.sg).