

## ICDR CANADA

# Arbitration Administrative Fee Schedule

*Arbitration Administrative Fee Schedule Amended and Effective September 1, 2025*

*Mediation Administrative Fee Schedule Amended and Effective June 1, 2026*

For all cases determined to use the ICDR® Canada Rules, this Fee Schedule shall apply. Cases will fall under these Rules, where parties have agreed to arbitrate disputes under these Canadian Arbitration Rules (“Rules”), or have provided for arbitration by ICDR Canada, the International Centre for Dispute Resolution® (ICDR) or the American Arbitration Association®(AAA) of a Canadian domestic dispute as determined by the ICDR Canada.

Administrative fees are based on the amount of any filed claim or counterclaim and are to be paid by the party bringing the claim or counterclaim at the time the demand or claim is filed with ICDR Canada. Arbitrator compensation is not included in this fee schedule. Unless the parties’ agreement provides otherwise, arbitrator compensation and administrative fees are initially subject to allocation by ICDR Canada and ultimately by an arbitrator in an award.

All amounts are denominated in U.S. dollars (USD).

Amount of Claim	Initial Filing Fee	Final Fee
Less than \$75,000	\$1,450	\$1,150
\$75,000 to less than \$150,000	\$2,375	\$1,825
\$150,000 to less than \$300,000	\$3,675	\$3,325
\$300,000 to less than \$500,000	\$4,825	\$4,175
\$500,000 to less than \$1,000,000	\$6,650	\$7,525
\$1,000,000 to less than \$10,000,000	\$8,925	\$9,675
\$10,000,000 and above	\$13,500 plus .01% of the claim amount above \$10,000,000	\$19,250
Undetermined Monetary Claims	\$8,925	\$9,675
Nonmonetary Claims*	\$4,825	\$4,175
Deficient Filing Fee	\$750	
Additional Party Fees	If there are more than two separately represented parties in any arbitration, an additional 10% of each fee contained in this fee schedule will be charged for each additional separately represented party. This will be charged to the party naming the additional party. However, Additional Party Fees will not exceed 50% of the base fees contained in this fee schedules unless there are more than 10 separately represented parties. <i>See below for additional details.</i>	
Applications for Emergency Measures of Protection	\$3,500 – Additional Filing Fee	

- The **Initial Filing Fee** is payable in full by a filing party when a claim, counterclaim, or additional claim is filed.
- The **Final Fee** will be incurred for all cases upon the scheduling of their first hearing that is evidentiary in nature, including hearings on dispositive motions and motions/re-quests for interim relief or awards.
- **Fee Modifications:** Fees are subject to increase if the claim or counterclaim is increased after the initial filing date. Any decrease of a previous fee will be at ICDR’s discretion.
- **Cases with Three or More Arbitrators** are subject to a minimum Initial Filing Fee of \$4,825 and a Final Fee of \$4,175.
- **Nonmonetary Claims:** The non-monetary filing fee is the minimum filing fee for any case requesting non-monetary relief. Where a party seeks both monetary damages and non-monetary relief, the higher of the two filing fees will apply.

### Refunds

**Initial Filing Fees:** Subject to a \$750 minimum non-refundable Initial Filing Fee for all cases, refunds of Initial Filing Fees for settled or withdrawn cases will be calculated from the date the ICDR receives the notice of arbitration as follows:

- within 5 calendar days of filing—100%
- between 6 and 30 calendar days of filing—50%
- between 31 and 60 calendar days of filing—25%

However, *no refunds will be made once:*

- any arbitrator has been appointed (including one arbitrator on a three-arbitrator panel).

**Final Fees:** If a case is settled or withdrawn prior to the first hearing (as defined above) taking place, 50% of the Final Fee will be refunded/credited.

## Additional Fees

**Additional Party Fees:** Additional Party Fees will be charged as described above, and in addition:

Additional Party Fees are payable by the party, whether a claimant or respondent, that names the additional parties to the arbitration.

- Such fees shall not exceed 50% of the base fees in the fee schedule, except that ICDR Canada reserves the right to assess additional fees where there are more than 10 separately represented parties.
- An example of the Additional Party Fee is as follows: A single claimant represented by one attorney brings an arbitration against two separate respondents, however, both respondents are represented by the same attorney. No Additional Party Fees are due. However, if the respondents are represented by different attorneys, or if one of the respondents is self-represented and the other is represented by an attorney, an additional 10% of the Initial Filing Fee is charged to the claimant. If the case moves to the Final Fee stage, an additional 10% of those fees will also be charged to the claimant.

**Incomplete or Deficient Filings:** Where the applicable arbitration agreement does not reference ICDR Canada, ICDR or AAA, ICDR Canada will attempt to obtain the agreement of all parties to have the arbitration administered by ICDR Canada.

- Where ICDR Canada is unable to obtain the parties' agreement to have ICDR Canada administer the arbitration, ICDR Canada will not proceed further with the filing. ICDR Canada will also return the filing fees to the filing party, less the amount specified in the fee schedule above for deficient filings.
- Parties that file Demands for Arbitration that are incomplete or otherwise do not meet the filing requirements contained in the rules shall also be charged the amount specified above for deficient filings if they fail or are unable to respond to ICDR Canada's request to correct the deficiency.

**Arbitrations in Abeyance/Inactive:** Cases placed on hold/inactive for a period surpassing one year will be assessed an annual abeyance fee of \$750, to be split equally among the parties. If a party refuses to pay the assessed fee, the other party or parties may pay the entire fee on behalf of all parties, otherwise the arbitration will be administratively closed. All filing requirements, including the payment of filing fees, must be met before a matter will be placed in abeyance.

**Fees for Additional Services:** ICDR Canada reserves the right to assess additional administrative fees for services performed by ICDR Canada that go beyond those provided for in the ICDR Canada's rules, but which are required as a result of the parties' agreement or stipulation.

**Hearing Room Rentals:** The fees described above do not cover the cost of hearing rooms, which are available on a rental basis. Check with ICDR Canada for availability and rates.

*If you have questions about arbitration costs or services, visit [www.icdrcanada.org](http://www.icdrcanada.org) or call +1.212.484.4181.*

## Mediation—Administrative Fee Schedule

Each party to the dispute is responsible for a \$350 non-refundable mediation filing fee, in addition to the mediator's compensation.

The mediation filing fees are due at the time the mediation is filed. The mediation filing fee does not apply where the parties to the mediation have an active ICDR Canada arbitration in which they have met all filing requirements.

The mediator's compensation rates are stated on the mediator's ICDR Canada resume; those rates include both the mediator's compensation and the ICDR Canada's administrative fee. Expenses referenced in Rule 18 of the Canadian Mediation Rules may also apply.

Unless otherwise directed by the mediator, the ICDR Canada will require the parties to deposit in advance of the mediation conference such sums of money as the ICDR Canada, in consultation with the mediator, deems reasonable to cover the costs and expenses of the mediation.

If a mediation matter is withdrawn or cancelled, or the parties settle after filing the request to initiate mediation, the ICDR Canada will retain the per-party \$350 non-refundable mediation filing fee and will bill the parties for any mediator time and expenses incurred.

*If you have questions about mediation costs or services, visit [www.adr.org/mediation](http://www.adr.org/mediation) or contact [mediationservices@adr.org](mailto:mediationservices@adr.org).*