

August 03, 2004



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**JAG Number: 240941**

Counsel,

This letter shall serve as a confirmation of the SETTLEMENT CONFERENCE in the case of:

**Colvin v. Quest Communications International, Inc.**

**Scheduled for:** Tuesday, September 14, 2004 09:00 AM  
**With:** William D. Neighbors  
**At the offices of:** Judicial Arbiter Group, Inc  
1601 Blake Street, Suite 400  
Denver, CO, 80202  
Phone: (303) 572-1919

Please forward a confidential settlement statement and/or any medical reports, depositions or other documents you feel might assist the arbiter in reviewing the issues in this case to:

**William D. Neighbors  
Judicial Arbiter Group, Inc  
1601 Blake Street, Suite 400  
Denver, CO 80202  
Phone: (303) 572-1919 Fax: (303) 571-1115**

(Location for filing materials not always same location as the hearing.)

***Material should be filed by:***

Counsel for the plaintiff should provide for the attendance of the plaintiff at any conference. Counsel for the defendant should provide for the attendance of the defendant(s) or a responsible claims manager or their accessibility by telephone if final consent is required for settlement.

The arbiter charges \$320.00 per each hour of arbiter time and travel time at \$160.00 per hour, and where appropriate, \$45.00 for each hour of paralegal support time. Cases requiring out-of-state travel will be charged a \$300 per diem to cover the associated costs. Cases requiring air travel will be charged the associated airfare. It is assumed that each parties' counsel in this proceeding shall be responsible for an equal share of these costs.

Please communicate any private agreement between counsel which provides for a different apportionment directly to Tina Cowles, Controller, in writing. This information is not provided the selected arbiter but merely used to assist in proper billing.

SETTLEMENT CONFERENCES cancelled within fourteen (14) days of the scheduled hearing date will be assessed a \$2,500.00 cancellation fee per day.

Please feel free to contact us for additional information.

Sincerely,



Ellen Mauro

**JUDICIAL ARBITER GROUP, INC.**