

**GERARD D. MURPHY
ACCIDENT RECONSTRUCTION INC.
45 EASTERN POINT DRIVE
SHREWSBURY, MA 01545
TIN#33-1065284**

FEE SCHEDULE and BILLING PRACTICES

RATES and RETAINER

The **basic rate** for services is **\$180.00 per hour** plus all related expenses.
A two (2) hour minimum applies for any file analysis (\$360.00)

Weekend work if requested is charged at the **rate of time and one half** (or \$270.00 per hour).
If I choose to work the weekend, then the basic rate is charged.

Expedited work, at the request of the client, is charged at double time (twice the basic rate or \$360.00 per hour).

All charges are portal to portal, unless an overnight stay is required. In that event the client is billed for the actual working hours and return time on the final day of the trip.

A retainer of \$2,500.00 is requested on all major cases. Any unbilled portion of the retainer will be refunded to the client should the reconstruction process not require sufficient hours of work.

Please do not send file material and assume that the work has begun, when a retainer was not forwarded. Retaining attorney is responsible for all charges incurred, not the attorney's client.

**WORK WILL NOT BEGIN ON A CASE UNTIL THE RETAINER HAS
BEEN RECEIVED**

DEPOSITIONS and CHARGES

A **four (4) hour minimum** is charged for deposition testimony. If it is requested that I travel to the deposition location then the retaining attorney is responsible for travel time, unless the attorney has arranged for opposing counsel to pay the travel fee. This too often is a debated point; please have it worked out in advance.

Deposition travel time is portal to portal at the normal rate. Should the deposition time run over four hours, each portion of an hour is billed at the normal rate. **Maximum sitting time for a deposition is limited to eight hours.** After eight hours, we will adjourn and reconvene at a mutually agreeable time and place.

Retaining attorney is charged for time required for reading and signing of the deposition. Payment for appearance at a deposition must be made in advance.

COURT APPEARANCES

A **full eight (8) hour day is charged at the normal rate** for court appearances, as the day must be blocked out. If I travel to a trial location and must standby for a day or two, then we will endeavor to spend that time in pre-trial preparation. You will be billed for an eight-hour minimum for each day of trial standby time.

ASSOCIATE LABOR-STAFF RECONSTRUCTIONIST

Associate labor is used on an as needed basis to expedite the data collection and preparation of the case. Associate labor is charged at \$100.00 per hour. Associates are all fully trained or certified in their individual areas of expertise and have spent numerous hours working with Mr. Murphy.

Staff reconstructionists are billed at the normal rate.

MISCELLANEOUS EXPENSES

Expenses normally charged, but are not limited to:

Film, developing and enlarging cost.

Mileage at 50 cents per mile.

Airfare.

Car rentals and associated services.

Cost of preparing any specialized demonstrative evidence exhibits.

Meals.

Lodging on overnight trips.

Photocopying.

Postage.

Telephone and facsimile charges.

Administrative labor, when tasks are involved, is billed at \$25.00 per hour.

Documentation is provided for all expenses at the request of the client. They are billed at the actual cost to me.

PHOTOGRAPHS

Photographs when requested by opposing counsel are \$2.00 each plus cost of developing and clerical labor.

PAST DUE CHARGES

Payment is requested upon receipt of a statement. Failure to pay statements will result in cessation of work, freezing of file materials, and withdrawal from the case. Once withdrawal has been made from a case, payment will not result in our becoming active in the case.

OPERATIONAL GUIDELINES

NEW CASE INTAKE

Priority is given to “fresh” accident scenes. We will proceed to the scene as expeditiously as possible and begin to preserve and document the physical evidence. If your case is an older one please send us a complete copy of your investigative file. This should include all pertinent photographs, depositions, and statements.

DEPOSITIONS FORWARDED

When you forward a copy of a deposition, please **do not send minusccripts**. When depositions have exhibits, please send copies of the exhibits. It is very hard to review a deposition in a meaningful manner without the exhibits.

PHOTOGRAPHS FORWARDED

When sending photographs, **do not send xerox copies**. Please send original 8x10 photographs. If originals are unavailable please send 8x10 laser photographs.

AIR TRAVEL

Portal to portal charges include flight times. If analysis of your case can be performed during the flight, then it will be done. However, if another file can be worked while in flight then your file will not be billed.

DEADLINES

Please keep us posted of deadlines, Especially Discovery Deadlines. We make every effort to accommodate our clients schedules. Our schedule is as hectic as we know yours is, so please don't let dates sneak up on us. Our month is usually booked up by the first.

REPORTS

It is not our policy to routinely prepare reports. However, we will be glad to do so upon request. If you desire a report, please advise us at the outset of the case or at the appropriate time. This procedure was implemented in order to keep operational costs down for the client.

TELEPHONE CONSULTATIONS

Due to the obvious nature of the work, I am often in the field when you call. I can assure you that I contact my office several times daily to receive messages. Your telephone calls will be returned as promptly as possible.