

STANDARD UPFRONT FEES AND PAYMENT PLANS

Crayon Law Firm LLC | Updated August 2025

These are the standard retainer funds *typically* requested for each phase of full representation.

Retainer funds are applied *toward* billable hours and case-related costs in accordance with an hourly billing agreement. These are not flat fees, but estimated amounts to help clients anticipate likely expenses throughout their case. ***Payment plans may be available***—we are flexible!

If you prevail in your case, ***attorney's fees may be reimbursed to you*** in whole or in part, subject to applicable laws and any outstanding balance owed.

Informal EEO Stage

- **EEO Counseling:** \$400
- **Mediation / ADR:** \$1,600 per day

Formal EEO Complaint + Investigation

- **EEOC Formal Complaint and Investigation:** \$2,500–\$3,500

EEOC Discovery / Motions Phase

- **Discovery, Motions, Conferences:** \$7,500-\$8,500 initial retainer
- **Depositions:** \$2,500-\$3,500 per day (+ court reporter/transcript fees)

Settlement Conferences / Mediation with Judge

- **Structured or Judicial ADR:** \$1,600 per day

Summary Judgment Phase

- **Briefing:** \$2,500–\$4,500

Trial / Final Hearing

- **Pretrial Deadlines (Post-SJ):** \$2,500-\$3,500
- **Trial / Final Hearing – First Day + Preparation:** \$6,500-\$7,500
- **Each Additional Trial Day:** \$3,500

Separate Damages / Remedies Hearing (if applicable)

- **Post-Victory Remedies Hearing + Preparation:** \$3,500–\$7,500

Appeal

- **Appeal:** \$1,500–\$7,500

Important Notes

- **This is not a flat-fee schedule.**
The figures above reflect typical minimum retainers requested at each phase under an hourly billing model. Actual retainer may vary based on case complexity, scope of work, and client-specific needs. The signed engagement agreement—not this guide—controls all billing terms. The firm follows an evergreen retainer model, where retainers must be replenished as needed to maintain a positive account balance.
- **Advance payments are encouraged.**
Retainer funds are held in a trust account and applied toward future billable work. Paying ahead supports uninterrupted legal services and streamlined account management.
- **Unused retainer funds will be refunded.**
If your case concludes with unused retainer funds remaining in trust, the balance will be refunded promptly in accordance with your engagement agreement.
- **Fee reimbursement may be available if you win.**
In successful cases, *you may be entitled to full or partial reimbursement of attorney's fees*. In such cases, any outstanding balance owed to the firm will be paid first from the recovery before reimbursement is issued.