



## CORRESPONDENCE FEES

*All fees are non-refundable, unless otherwise noted.*

NAME	DESCRIPTION	FEE
<b>INITIAL CONSULTATION AND SET-UP</b>	This fee is for an initial meeting with the individual or family requesting correspondence service. In addition, this fee will cover the time and supplies needed to receive, copy, store and repackage correspondence between two parties. This fee does not cover postage for any correspondence. Clients sending correspondence will pay for postage. Payment will come with each package that is sent to the office. The correspondence will not be sent by our office unless proper postage or sufficient funds are included. We can accept checks or money orders for postage or the postage itself.	<b>\$500</b> <b>One Time Fee</b>
<b>ARRANGEMENT OF VISITS</b>	This fee covers the time and effort needed to arrange up to four post adoption visits.	<b>\$100</b> <b>(Up to Four Visits)</b>
<b>SUPERVISION OF VISITS</b>	This fee covers the presence of a social worker at the visit for up to 90 minutes. If visits take place at a different location then a fee per mile at the current IRS rate will be charged for the travel of the social worker.	<b>\$100</b> <b>Per Hour</b>
<b>ADDITIONAL WORK</b>	Any additional work needed to help facilitate post adoptive communication. If additional work is needed this will be discussed with clients ahead of time.	<b>\$50</b> <b>Per Hour</b>