



AMERICAN  
ARBITRATION  
ASSOCIATION®

INTERNATIONAL CENTRE  
FOR DISPUTE RESOLUTION®

# Virtual/Hybrid Deposition & Hearing Hosting

Expert virtual hosts streamline your deposition and hearing setup and management so you can focus on your case

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## Peace of Mind: Connect Only

Invite

Test & Connect

An Assistant facilitates the virtual hearing or deposition setup without serving as a Zoom Host. The Assistant conducts a pre-hearing or deposition test, sends secure invitations to all participants, and connects participants to the virtual hearing or deposition. Once all participants are connected, the Assistant transfers hosting authority to the arbitrator or panel chair and leaves the hearing or deposition. Does not include technical support.

Pricing \$150/day

## Popular Selection: Hosted

Invite

Test & Connect

Virtual Host

Aim for seamless and stress-free hearings and depositions with a complete hosting package. An experienced virtual host manages the details—from scheduling and pre-hearing or deposition rehearsals to technology checks and secure participant connections. During the hearing or deposition, the host provides real-time technical support, manages breakout rooms, and facilitates smooth participation, even for multi-day sessions. The logistics are handled so attorneys and arbitrators can stay focused on the case.

Pricing Options (Billed in 4-hour blocks)

Half-day: \$250 Full-day: \$500

## White Glove Service: Hosted + Exhibit Presentation

Invite

Test & Connect

Virtual Host

Present Exhibits

Elevate your next deposition or hearing with a Hosted + Exhibit Presentation Package. Enjoy all the benefits of our Hosted Package, plus a dedicated host who manages exhibits at counsel's direction through secure screen sharing. The result is a professional presentation that keeps your proceedings on track and distraction-free.

Pricing Options (Billed in 4-hour blocks)

Half-day: \$500 Full-day: \$1,000

Pricing includes one-hour of exhibit prep. Additional time billed at \$250 per hour.

Considerations:

1. Overtime (over 8 hours) - \$100 per hour

Service Partner

**Optima**  **Juris**™