

LAWYER RETAINER AGREEMENT

RETAINER AGREEMENT

This Agreement is entered into on [Date], between:

[Client's Name and Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

and

[Your Law Firm Name], hereinafter referred to as "Attorney."

1. SCOPE OF REPRESENTATION:

The Attorney agrees to represent the Client in the matter of [Briefly describe the legal issue or case], as discussed between the parties. The scope of representation will include [Specify the legal services to be provided].

2. LEGAL FEES:

a. Hourly Rate: The Client agrees to pay the Attorney an hourly rate of [Dollar Amount] for services rendered.

b. Retainer Fee: The Client will provide a retainer fee of [Dollar Amount] upon signing this agreement, which will be applied toward future legal fees. The Attorney will bill against this retainer.

c. Additional Costs: The Client agrees to reimburse the Attorney for any reasonable and necessary expenses incurred during the representation, including but not limited to court fees, filing fees, and travel expenses.

3. INVOICING AND PAYMENT:

Invoices will be provided on a [Monthly/Bi-monthly/etc.] basis. Payment is due within [Number] days of receipt of the invoice. Failure to pay within the specified timeframe may result in the suspension of legal services.

4. TERMINATION OF REPRESENTATION:

Either party may terminate this agreement upon written notice to the other party. In the event of termination, the Client agrees to pay for all services rendered up to the termination date, including any outstanding fees and expenses.

5. CONFIDENTIALITY:

The Attorney agrees to maintain the confidentiality of all information obtained during the representation, in accordance with applicable laws and ethical standards.

6. DISPUTE RESOLUTION:

In the event of a dispute arising out of or relating to this agreement, the parties agree to first attempt to resolve the dispute through mediation. If mediation is unsuccessful, the dispute will be submitted to binding arbitration in accordance with the rules of [Arbitration Service].

7. GOVERNING LAW:

This agreement shall be governed by and construed in accordance with the laws of the state of [Your State].

8. AMENDMENTS:

This agreement may only be amended in writing and signed by both parties.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

[Your Law Firm Name]

_____ Date: ____

[Your Name, Title]

[Client's Name]

_____ Date: ____

[Client's Signature]