

CLIENT ENGAGEMENT LETTER

Client Name: _____ Client ID: _____

Firm Information:

Firm Name: _____

Address: _____

Contact Person: _____

Phone/Email: _____

Scope of Engagement:

The Firm agrees to provide legal services to the Client in connection with the matters discussed and agreed upon between the parties. The scope of the engagement shall be limited to the specific matters outlined in this letter or as otherwise agreed in writing by the parties.

Fees and Billing:

The Client agrees to compensate the Firm for legal services rendered at the agreed hourly rates or fixed fees as specified in attachment(s) to this letter. Invoices will be sent monthly and are payable upon receipt. The Client shall also reimburse the Firm for all reasonable out-of-pocket expenses incurred on the Client's behalf.

Client Responsibilities:

The Client agrees to provide full and timely cooperation and to provide all information and documents necessary for the Firm to represent the Client effectively. The Client understands that failure to do so may adversely affect the Firm's ability to provide services.

Confidentiality:

The Firm shall maintain the confidentiality of all Client information and communications, subject to applicable laws and ethical rules. This obligation shall survive termination of this engagement.

Term and Termination:

This engagement shall continue until the services are completed or until terminated by either party upon written notice. The Client shall remain responsible for all fees and expenses incurred prior to termination.

No Guarantee of Outcome:

While the Firm will use reasonable efforts to achieve a favorable outcome, no guarantees or warranties are made regarding the results of legal representation.

Conflicts of Interest:

The Firm has conducted a conflicts check and is not aware of any conflicts that would prevent the Firm from representing the Client. If a conflict arises, the Firm will promptly notify the Client and take appropriate action.

Governing Law and Venue:

This engagement letter and any dispute arising out of or related to this engagement shall be governed by and construed in accordance with the laws of the State of _____, without regard to its conflict of law principles. The parties agree to submit to the exclusive jurisdiction and venue of the state and federal courts located in _____ County, _____.

Dispute Resolution:

Any dispute, controversy or claim arising out of or relating to this engagement letter shall first be subject to good faith negotiations between the parties. If not resolved, the dispute shall be submitted to mediation before a mutually agreed mediator. If mediation fails, the parties may seek any remedies available at law or equity.

Entire Agreement:

This letter constitutes the entire agreement between the Firm and the Client regarding the engagement and supersedes all prior negotiations, agreements, or understandings, whether written or oral.

Amendments:

No amendment or modification to this engagement letter shall be effective unless in writing and signed by both the Firm and the Client.

Acknowledgment and Acceptance:

By signing below, the Client acknowledges having read, understood, and agreed to the terms of this engagement letter.

CLIENT SIGNATURE

FIRM REPRESENTATIVE SIGNATURE

Signature: _____

Signature: _____

Printed Name: _____

Printed Name: _____

Title (if applicable): _____

Title: _____

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