



January 20, 2015

Dear Client,

Let me take this opportunity to thank you for choosing Legal Representatives to provide you with the finest legal defense consultation and representation. We are proud to welcome satisfied clientele and look forward to working together.

If you have any questions about our advice or services, we invite you to call us immediately at 555-5555, and we will be happy to assist you.

Once again, thank you for your business.

Jane Doe, Attorney, C/O Legal Representatives

A handwritten signature in black ink, appearing to read "Jane Doe", is written below the typed name. The signature is fluid and cursive, with a long horizontal line extending to the right from the end of the signature.

FEE AGREEMENT FOR DEFENSE



Type of Defense: ___ Criminal Proceedings
___ Civil Proceedings

THIS AGREEMENT is made and entered into this **(date)** day of **(month, year)**, by and between the law firm of **Legal Representatives**, hereinafter referred to as "law firm" and **(client name(s))**, hereinafter referred to as "client(s)."

WITNESSETH:

WHEREAS, the law firm is a limited liability partnership of regular practicing attorneys located in Athens-Clarke, GA and certain members of said law firm represent Defendants in criminal proceedings, and

WHEREAS, the client(s) may be or has/have been charged in the Athens-Clarke, GA District Court with the crime(s) of vandalism and trespassing and

WHEREAS, the client(s) is/are desirous of hiring said law firm to prevent the filing of said charges and/or to defend him/her/them on said charges(s).

NOW, THEREFORE, the client(s) and law firm do hereby mutually agree that the law firm shall represent the Defendant in connection with the criminal matters above referred to.

Client(s) agree(s) to pay law firm a retainer fee of \$1,500 for representation in connection with the above set forth matters. Said retainer fee \$500 shall be paid on the (5th) day of (March, 2015) and \$(100) on the (5th) day of each month thereafter until paid in full.

Amounts paid as retainer fee shall be initially deposited in law firm's trust account, in the client's name. Client(s) agree(s) that law firm may, on the 10th and 20th day of each month, withdraw from said account and retain as fees an amount commensurate with the work performed to date by law firm on client's behalf. Client(s) will be provided with a monthly statement of said withdrawals.

Client(s) further agree(s) that in the event said retainer fee has been exhausted prior to the completion of representation that the law firm shall thereafter render a monthly bill for services rendered at the aforesaid hourly rate and that the same shall be promptly paid by client. Law firm may withdraw as counsel for client if fees are not promptly paid.

In the event client(s) desire(s) that law firm withdraw from legal representation or law firm withdraws from said representation and the retainer fee has not been exhausted, the law firm shall be entitled to such portion of said retainer fee as shall be commensurate with the work performed to date by law firm for client(s). Any amounts remaining shall be refunded by law firm to client.

Jane Doe, Attorney, C/O Legal Representatives

Client Name

Date Signed