

Form No. 1
Sample Written Fee Agreement¹
Hourly Litigation

~~CRANE, GARCIA & MOORE~~
~~441 Bauchet Street~~
~~Los Angeles, CA 90012~~
~~(213) 680-9600~~

—LAW FIRM
ADDRESS
CITY, STATE, ZIP
PHONE NUMBER

(Date)

ATTORNEY-CLIENT FEE AGREEMENT

~~CRANE, GARCIA & MOORE~~[LAW FIRM OR ATTORNEY] (“Attorney”) and ~~STELLA KING~~[CLIENT] (“Client”) hereby agree that Attorney will provide legal services to Client on the terms set forth below.

1. ~~1.~~ CONDITIONS

~~This Agreement will not take effect, and Attorney will have no obligation to provide legal services, until: (a) Client returns a signed copy of this Agreement and; (b) Client pays the initial deposit called for under Paragraph 4; and (c) Attorney acknowledges acceptance of representation by counter-signing this Agreement and returning a fully executed copy to Client. Upon satisfaction of these conditions, this Agreement will be deemed to take effect as of [DATE].~~

2. ~~2.~~ SCOPE OF SERVICES. AND ATTORNEY’S DUTIES

Client hires Attorney to provide legal services in the following matter:_____ ~~[describe~~

~~matter: [PROVIDE DETAILED DESCRIPTION OF SERVICES TO BE PROVIDED].~~

Attorney will provide those legal services reasonably required to represent Client. Attorney will take reasonable steps to keep Client informed of progress and to respond to Client’s inquiries. If a court action is filed, Attorney will represent Client through trial and post-trial motions. This Agreement does not cover representation on appeal or in ~~execution~~collection proceedings after judgment. ~~Separate arrangements must be agreed to or proceedings regarding renewal of a judgment. A separate written agreement for these~~ these services or services in any other matter not described above will ~~require a separate written agreement be required. Attorney is representing Client only in the matter described above.~~

¹ This sample written fee agreement form is intended to satisfy the basic requirements of Business & Professions Code section 6148 but may not address varying contractual obligations which may be present in a particular case. The State Bar makes no representation of any kind, express or implied, concerning the use of these forms.

~~2.3.~~ **3. CLIENT'S DUTIES**

~~—~~Client agrees to be truthful with Attorney, and not withhold information. Further Client agrees to cooperate, to keep Attorney informed of any information or developments which may come to Client's attention, to abide by this Agreement, to pay Attorney's bills on time, and to keep Attorney advised of Client's address, telephone number and whereabouts. Client will assist Attorney ~~in~~by timely providing necessary information and documents~~and will.~~ Client agrees to appear ~~when necessary~~ at all legal proceedings when Attorney deems it necessary, and generally to cooperate fully with Attorney in all matters related to the preparation and presentation of Client's claims.

~~3.4.~~ **4. DEPOSIT**

~~—~~Client agrees to pay Attorney an initial deposit of \$_____ by _____.[PROVIDE DEPOSIT AMOUNT] by [DATE] which will be deemed an advance deposit for fees and costs to be incurred in this matter. The hourly charges and costs will be charged against the Deposit. The initial Deposit,

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as well as any future ~~deposit~~deposits, will be held in aAttorney's Client Trust Account. Client authorizes Attorney to use that ~~fund~~deposit to pay the fees and other charges~~as they are incurred. Payments from the fund will be made upon remittance to client of a billing statement.~~ Client acknowledges that the deposit is not an estimate of total fees and costs to be charged by Attorney, but merely an advance~~for security~~.

Client agrees that Attorney's right to recover fees and costs from the Deposit or any subsequent deposit held in Attorney's Client Trust Account becomes fixed [PROVIDE NUMBER] days after the date a bill is sent to Client. Client authorizes Attorney to withdraw the funds from Attorney's Client Trust Account to pay Attorney's fees and costs [PROVIDE NUMBER] calendar days after the date a bill is sent to Client. If Attorney receives a written objection from Client within [PROVIDE NUMBER] days of sending the bill, Attorney's right to withdraw the amount that is identified in the objection shall be deemed to be disputed, and Attorney will not withdraw the disputed fees and/or costs from the Client Trust Account until the dispute is resolved. If Attorney receives an objection from Client more than [PROVIDE NUMBER] days after the date the bill is sent and after the funds have been withdrawn, Attorney will not be required to redeposit the disputed fees and/or costs into the Client Trust Account during the pendency of the dispute.

Client agrees to pay all deposits after the initial deposit within [PROVIDE NUMBER] days of Attorney's demand. In the event there is any money from any deposit remaining in Attorney's Client Trust Account after Attorney's final bill is satisfied, that money will be promptly refunded to Client.

Whenever the deposit is exhausted, Attorney reserves the right to demand further deposits, each up to a maximum of \$_____ [PROVIDE AMOUNT OF

FURTHER DEPOSIT] at any time before a trial or arbitration date is set. Once a trial or arbitration date is set, Client ~~shall~~will pay all sums then owing and deposit the ~~attorneys'~~Attorney's fees estimated to be incurred in preparing for and completing the trial or arbitration, as well as the jury fees or arbitration fees, expert witness fees and other costs likely to be assessed. Those sums may exceed the maximum deposit.

~~Client agrees to pay all deposits after the initial deposit within _____ days of Attorney's demand. Unless otherwise agreed in writing, any unused deposit at the conclusion of Attorney's services will be refunded.~~

~~4.5.~~ 5. **LEGAL FEES AND BILLING PRACTICES**

~~Client agrees to pay by the hour at Attorney's~~ prevailing rates as set forth below for all time spent on Client's matter by Attorney and Attorney's legal personnel. Current hourly rates for legal personnel are as follows:

Senior partners	_____	/hour
Partners	_____	/hour
Associates	_____	/hour
Paralegals	_____	/hour
Law clerks	_____	/hour

The rates on this schedule are subject to change on 30 ~~days'~~days written notice to Client. If Client declines to pay increased rates, Attorney will have the right to withdraw as attorney for Client if permitted under the Rules of Professional Conduct of the State Bar of California and/or applicable law.

The time charged will include, but is not limited to, the time Attorney spends on telephone calls, e-mails and other electronic communications relating to Client's matter, including calls and e-mails with Client, witnesses, opposing counsel ~~or,~~ court personnel. ~~The legal personnel assigned to Client's matter may confer among themselves about the matter, as required and appropriate. When they do confer, each person will charge for the time expended, as long as the work done is reasonably necessary and not duplicative. Likewise, if more than one or other persons. Time is billed in minimum increments of the legal personnel attends a meeting, court hearing or other proceeding, each will charge for the time spent one-tenth (.1) of an hour.~~ Attorney will charge for waiting time in court and elsewhere and for travel time, both local and out of town.

~~Time is charged in minimum units of one-tenth (.1) of an hour. The following have higher minimum charges:~~

~~Telephone calls: _____~~
~~Letters: _____~~
~~Other: _____~~

~~5.6.~~ 6. **COSTS AND OTHER CHARGES:**

(a) ~~(a)~~ Attorney will incur various costs and expenses in performing legal

services under this Agreement. Client agrees to pay for all costs, disbursements and expenses in addition to the hourly fees. The costs and expenses commonly include, service of process charges, filing fees, court and deposition ~~reporters'~~ reporters' fees, translator/interpreter fees, jury fees, notary fees, deposition costs, long distance telephone charges, messenger and other delivery fees, postage, outside photocopying and other reproduction costs, travel costs including parking, mileage, transportation, meals and hotel costs, investigation expenses, ~~consultants'~~ consultants' fees, expert witness, professional, mediator, arbitrator and/or special master fees and other similar items. ~~Except for the items listed below, all costs and expenses will be charged at Attorney's~~ The foregoing external costs and expenses will be charged at Attorney's cost. Internal charges are billed at the following rates: (1) mileage – IRS Standard Mileage Rate; (2) in-house printing and photocopying – [] [PROVIDE RATE] cents per page; (3) facsimile charges – [] [PROVIDE RATE] cents per page; (4) postage at cost; and (5) computerized legal research at cost.

~~_____~~ In-office photocopying _____/page
~~_____~~ Facsimile charges _____/page
~~_____~~ Mileage _____/mile
~~_____~~ Other: _____

(b) ~~_____~~ (b) ~~Out-of-town~~ travel. Client agrees to pay transportation, meals, lodging and all other costs of any necessary out-of-town travel by Attorney and Attorney's personnel. Client will also be charged _____ % [PROVIDE RATE] of the hourly rates for the time legal personnel spend traveling.

(c) ~~_____~~ (e) ~~Experts, Consultants and Investigators.~~ To aid in the preparation or presentation of Client's case, it may become necessary to hire expert witnesses, consultants or investigators. Client agrees to pay such fees and charges. Attorney will select any expert witnesses, consultants or investigators to be hired, and Client will be informed of persons chosen and their charges.

~~(d) _____~~ Additionally, Attorney will obtain Client's consent before incurring any costs in excess of \$ _____ [PROVIDE AMOUNT].

7. OTHER FEES AND COSTS

Client understands that if ~~the matter~~ Client's case proceeds to court action or arbitration, ~~Client~~ the court may ~~be required to pay~~ award attorney fees ~~and/as well as some or all of the type of costs enumerated in Paragraph 6 above to the other party or parties in the action. Any . Payment of such payment will~~ attorney fees and costs shall be entirely the sole responsibility of Client. Similarly, other parties may be required to pay some or all of the fees and costs incurred by the Client. Client acknowledges that any such determination does not in and of itself affect the amount of the fees and costs to be paid by Client to Attorney pursuant to this agreement.

8. _____ 7. BILLING STATEMENTS. BILLS

Attorney will send Client periodic ~~statements~~ bills for fees and costs incurred. Each ~~statement~~ bill will be payable within _____ [PROVIDE NUMBER] days of its

mailing date. Client may request a statement bill at intervals of no less than 30 days. If Client so requests, Attorney will provide one within 10 days. ~~The statements shall~~ Bills for the fee portion of the bill will include the amount, rate, basis ~~of~~ calculation, or other method of determination of the attorney's fees and costs, which costs. Bills for the cost and expense portion of the bill will be clearly identified by item and amount identify the costs and expenses incurred and the amount of the costs and expenses. Client agrees to promptly review all bills rendered by Attorney and to promptly communicate any objections, questions, or concerns about their contents.

~~8. LIEN.~~ Client hereby grants Attorney a lien on any and all claims or causes of action that are the subject of the representation under this Agreement. ~~The lien will be for any sums owing to Attorney at the conclusion of services performed. The lien will attach to any recovery Client may obtain, whether by arbitration award, judgment, settlement or otherwise. The effect of such a lien is that Attorney may be able to compel payment of fees and costs from any such funds recovered on behalf of Client even if Attorney has been discharged before the end of the case. Because a lien may affect Client's property rights, Client may seek the advice of an independent lawyer of Client's choice before agreeing to such a lien. By initialing this paragraph, Client represents and agrees that Client has had a reasonable opportunity to consult such an independent lawyer and whether or not Client has chosen to consult such an independent lawyer Client agrees that Attorney will have a lien as specified above.~~

~~_____ (Client Initial Here) _____ (Attorney Initial Here)~~

~~9.~~ 9. CLIENT APPROVAL NECESSARY FOR SETTLEMENT

Attorney will not make any settlement or compromise of any nature of any of Client's claims without Client's prior approval. Client retains the absolute right to accept or reject any settlement.

~~6.10.~~ DISCHARGE AND WITHDRAWAL

~~Client may discharge Attorney at any time. Attorney may withdraw with Client's consent or for good cause. Good cause includes Client's breach of this Agreement, refusal to cooperate or to follow Attorney's advice on a material matter or any fact or circumstance that would render Attorney's continuing representation unlawful or unethical. When Attorney's services conclude, all unpaid charges will immediately become due and payable. After services conclude, Attorney will, upon Client's request, deliver Client's file, and property in Attorney's possession unless subject to the lien provided in Paragraph 8 above, whether or not Client has paid for all services or if permitted under the Rules of Professional Conduct of the State Bar of California and/or applicable law. Among the circumstances under which Attorney may withdraw are: (a) with the consent of Client; (b) Client's conduct renders it unreasonably difficult for the Attorney to carry out the employment effectively; and/or (c) Client fails to pay Attorney's fees or costs as required by this Agreement. Notwithstanding the discharge, Client will remain obligated to pay Attorney at the agreed rates for all services provided and to reimburse Attorney for all costs advanced.~~

~~11.~~ 10. CONCLUSION OF SERVICES

When Attorney's services conclude, whether by completing the services covered by this Agreement, or by discharge or withdrawal, all unpaid charges for fees or costs will be due and payable immediately.

Client may have access to Client's case file at Attorney's office at any reasonable time. At the end of the engagement, Client may request the return of Client's case file. If Client has not requested the return of Client's file, and to the extent Attorney has not otherwise delivered it or disposed of it consistent with Client's directions, Attorney will retain the case file for a period of _____, [PROVIDE LENGTH OF TIME] after which Attorney is authorized by this agreement to have the case file destroyed. If Client would like Attorney to maintain Client's case file for more than _____ [PROVIDE LENGTH OF TIME] after the conclusion of Attorney's services for Client on a given matter, a separate written agreement must be made between Attorney and Client, which may provide for Client to bear the cost of maintaining the file. In the event Client requests that Attorney transfer possession of Client's case file to Client or a third party, Attorney is authorized to retain copies of the case file at Attorney's expense. The case file includes Client papers and property as defined in Rule 3-700(D)(1) of the California Rules of Professional Conduct.

7.12. DISCLAIMER OF GUARANTEE AND ESTIMATES

~~Nothing in this Agreement and nothing in Attorney's statements to Client will be construed as a promise or guarantee about the outcome of the matter. Attorney makes no such promises or guarantees. Attorney's comments about the outcome of the matter are expressions of opinion only.~~ are neither promises nor guarantees, and will not be construed as promises or guarantees. Any deposits made by Client, or estimate of fees given by Attorney ~~shall not be,~~ are not a representation of a flat fee and will not be a limitation on fees or a guarantee; that fees and costs will not exceed the amount of the deposit or estimate. Actual fees may vary significantly from estimates given.

~~11.~~

13. PROFESSIONAL LIABILITY INSURANCE DISCLOSURE

Pursuant to California Rule of Professional Conduct 3-410, I am informing you in writing that I _____ have _____ do not have [CHECK APPROPRIATE ENTRY] professional liability insurance.

14. NO TAX ADVICE

Attorney has not been retained to provide Client with any tax advice concerning any of the services described in paragraph 2. Any documents prepared by Attorney may have specific tax ramifications. To be sure Client understands and is certain of all the potential tax consequences, Client should consult with tax advisors regarding these matters.

8.15. ENTIRE AGREEMENT

~~This Agreement contains the entire agreement of the parties. No other agreement, statement, or promise made on or before the effective date of this Agreement will be binding on the parties.~~

9.16. SEVERABILITY IN EVENT OF PARTIAL INVALIDITY

—If any provision of this Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement will be severable and remain in effect.

~~10.17.~~ ~~13.~~ **MODIFICATION BY SUBSEQUENT AGREEMENT**

—This Agreement may be modified by subsequent agreement of the parties only by an instrument in writing signed by both of them, ~~or an oral agreement only to the extent that the parties carry it out.~~

~~11.18.~~ ~~14.~~ **EFFECTIVE DATE**

—This Agreement will govern all legal services performed by Attorney on behalf of Client commencing with the date Attorney first performed services. The date at the beginning of this Agreement is for reference only. Even if this Agreement does not take effect, Client will be obligated to pay Attorney the reasonable value of any services Attorney may have performed for Client.

THE PARTIES HAVE READ AND UNDERSTOOD THE FOREGOING TERMS AND AGREE TO THEM AS OF THE DATE ATTORNEY FIRST PROVIDED SERVICES. IF MORE THAN ONE CLIENT SIGNS BELOW, EACH AGREES TO BE LIABLE, JOINTLY AND SEVERALLY, FOR ALL OBLIGATIONS UNDER THIS AGREEMENT. CLIENT ~~SHALL~~WILL RECEIVE A FULLY EXECUTED ~~DUPLICATE~~COPY OF THIS AGREEMENT.

DATED: _____

STELLA KING CLIENT

Address: _____

Telephone: _____

E-mail Address: _____

DATED: _____

CRANE, GARCIA & MOORE ATTORNEY
OR LAW FIRM

By: _____

Linda H. Garcia, Partner _____

ATTORNEY

Form No. 2
Sample Written Fee Agreement²
Hourly Non-Litigation

~~CRANE, GARCIA & MOORE~~
~~441 Bauchet Street~~
~~Los Angeles, CA 90012~~
~~(213) 680-9600~~

—LAW FIRM
ADDRESS
PHONE NUMBER

(Date)

~~CRANE, GARCIA & MOORE~~ ATTORNEY-CLIENT FEE AGREEMENT

[LAW FIRM OR ATTORNEY] (“Attorney”) and ~~STELLA KING~~[CLIENT] (“Client”) hereby agree that Attorney will provide legal services to Client on the terms set forth below.

1. ~~1.~~ CONDITIONS

~~—~~This Agreement will not take effect, and Attorney will have no obligation to provide legal services, until: (a) Client returns a signed copy of this Agreement~~—and;~~ (b) Client pays the initial deposit called for under Paragraph 4; and (c) Attorney acknowledges acceptance of representation by counter-signing this Agreement and returning a fully executed copy to Client. Upon satisfaction of these conditions, this Agreement will be deemed to take effect retroactive to [DATE].

2. ~~2.~~ SCOPE OF SERVICES— AND ATTORNEY’S DUTIES

Client hires Attorney to provide legal services in the following matter:
[describe matter][PROVIDE DETAILED DESCRIPTION OF SERVICES TO BE PROVIDED]. Attorney will provide those legal services reasonably required to represent Client. Attorney will take reasonable steps to keep Client informed of progress and to respond to Client’s inquiries. This Agreement does not cover litigation services of any kind, whether in court, arbitration, administrative hearings, or government agency hearings. ~~—Separate arrangements must be agreed to—~~A separate written agreement for these ~~those~~ services— or services in any other matter not described above will require a separate written agreement.

~~2.3.~~ 3. CLIENT’S DUTIES

² This sample written fee agreement form is intended to satisfy the basic requirements of Business & Professions Code section 6148 but may not address varying contractual obligations, which may be present in a particular case. The State Bar makes no representation of any kind, express or implied, concerning the use of these forms.

~~Client agrees to be truthful with Attorney and not to withhold information, to cooperate, to keep Attorney informed of any information or developments which may come to Client's attention, to abide by this Agreement, to pay Attorney's bills on time, and to keep Attorney advised of Client's address, telephone number and whereabouts. Client will assist Attorney in by timely providing necessary information and documents ~~necessary for the representation in the described matter.~~~~

~~3.4.~~ **4. DEPOSIT**

~~Client agrees to pay Attorney an initial deposit of \$_____ by _____.~~

~~This sample written fee agreement form is intended to satisfy the basic requirements of Business & Professions Code section 6148 but may not address varying contractual obligations. \$_____ [PROVIDE DEPOSIT AMOUNT] by _____ [DATE] which may be present in a particular case. The State Bar makes no representation of any kind, express or implied, concerning the use of these forms.~~

~~The _____ will be deemed an advance deposit for fees and costs to be incurred in this matter. The hourly charges and costs will be charged against the Deposit. The initial Deposit, as well as any future deposit, will be held in ~~a trust account.~~ Attorney's Client Trust Account. Client authorizes Attorney to use that ~~fund deposit~~ to pay the fees and other charges as they are incurred. ~~Payments from the fund will be made upon remittance to Client of a billing statement.~~ Client acknowledges that the deposit is not an estimate of total fees and costs to be charged by Attorney, but merely an advance ~~for security.~~~~

~~Whenever the deposit is exhausted, Attorney reserves the right to demand further deposits, each up to a maximum of \$_____.~~

~~Client agrees that Attorney's right to recover fees and costs from the Deposit or any subsequent deposit held in Attorney's Client Trust Account becomes fixed [PROVIDE NUMBER] days after the date a bill is sent to Client. Client authorizes Attorney to withdraw the funds from Attorney's Client Trust Account to pay Attorneys' fees and costs [PROVIDE NUMBER] calendar days after the date a bill is sent to Client. If Attorney receives a written objection from Client within _____ [PROVIDE NUMBER] days of sending the bill, Attorney's right to recover the amount that is identified in the objection will be deemed to be disputed, and Attorney will not withdraw the disputed fees and/or costs from the Client Trust Account until the dispute is resolved. If Attorney receives an objection from Client more than _____ [PROVIDE NUMBER] days after the date the bill is sent and after the funds have been withdrawn, Attorney shall not be required to redeposit the disputed fees and/or costs into the Client Trust Account during the pendency of the dispute.~~

Client agrees to pay all deposits after the initial deposit within _____ [PROVIDE NUMBER] days of Attorney's demand. ~~Unless otherwise agreed in writing, In the event there is any unused money from any deposit at the conclusion of remaining in Attorney's services~~ Client Trust Account after Attorney's final bill is satisfied, that money will be promptly refunded to Client.

~~_____ 5. _____~~ Whenever the deposit is exhausted, Attorney reserves the right to demand further deposits, each up to a maximum of \$ _____ [PROVIDE AMOUNT OF FURTHER DEPOSIT].

4.5.LEGAL FEES AND BILLING PRACTICES

~~—~~Client agrees to pay by the hour at Attorney's prevailing rates as set forth below for all time spent on Client's matter by Attorney and Attorney's legal personnel. Current hourly rates for legal personnel are as follows:

Senior partners	_____	/hour
Partners	_____	/hour
Associates	_____	/hour
Paralegals	_____	/hour
Law clerks	_____	/hour

The rates on this schedule are subject to change on 30 days' days written notice to Client. If Client declines to pay ~~any~~ increased rates, Attorney will have the right to withdraw as attorney for Client if permitted under the Rules of Professional Conduct of the State Bar of California and/or applicable law.

The time charged will include, but is not limited to, the time Attorney spends on telephone calls, e-mails and other electronic communications relating to Client's matter, including calls and e-mails with Client ~~and other parties and attorneys. The legal personnel assigned to Client's matter may confer among themselves about the matter, as required and appropriate. When they do confer, each person will charge for the time expended, as long as the work done is reasonably necessary and not duplicative. Likewise, if more than one of the legal personnel attends a meeting or other proceeding, each will charge for the time spent.~~ Time is billed in minimum increments of one-tenth (.1) of an hour. Attorney will charge for waiting time and for travel time, both local and out of town.

~~_____ Time is charged in minimum units of one-tenth (.1) of an hour. The following have higher minimum charges:~~

_____ Telephone calls:
_____ Letters:
_____ Other:

5.6._____ 6. COSTS AND OTHER CHARGES:

~~_____ (a) _____~~ In general, Attorney will incur various costs and expenses in performing legal services under

this Agreement. Client agrees to pay for all costs, disbursements and expenses in addition to the hourly fees. The costs and expenses commonly include ~~fees fixed by law or assessed by public agencies~~ notary fees, long distance telephone charges, messenger and other delivery fees, postage, outside photocopying and other reproduction costs, travel costs including parking, mileage, transportation, meals and hotel costs, investigation expenses ~~and consultants'~~ translator/interpreter fees, consultants' fees and/or special master fees and other similar items. ~~Except for the items listed below, all~~ The foregoing external costs and expenses will be charged at Attorney's cost.

- (a) ~~_____ In-office~~ Internal charges are billed at the following rates: (1) mileage – IRS Standard Mileage Rate; (2) in-house printing and photocopying ~~/ [] [PROVIDE RATE] cents per page~~; (3) facsimile charges ~~/ [] [PROVIDE RATE] cents per page~~; (4) postage at costs; and (5) computerized legal research at cost.

_____ Mileage _____/mile
_____ Other: _____

- (b) ~~_____ (b) _____~~ Out-of-town travel. Client agrees to pay transportation, meals, lodging and all other costs of any necessary out-of-town travel by ~~Attorneys~~ Attorney or Attorney's personnel. Client will also be charged the hourly rates for the time legal personnel spend ~~travelling~~ traveling.
- (c) ~~_____ (e) _____~~ Consultants and Investigators. To aid in the ~~representation in preparation or presentation of~~ Client's ~~matter~~ case, it may become necessary to hire consultants or investigators. Client agrees to pay such fees and charges. Attorney will select any consultants or investigators to be hired, and Client will be informed of persons chosen and their charges.

7. _____ 7. BILLING STATEMENTS. BILLS

Attorney will send Client periodic ~~statements~~ bills for fees and costs incurred. Each ~~statement~~ bill will be payable within _____ [PROVIDE NUMBER] days of its mailing date. Client may request a ~~statement~~ bill at intervals of no less than 30 days. If ~~Clients~~ Client so requests, Attorney will provide one within 10 days. ~~The statements shall~~ Bills for the fee portion of the bill will include the amount, rate, basis ~~offor~~ calculation, or other method of determination of the Attorney's fees and costs, ~~which costs.~~ Bills for the cost and expense portion of the bill will be clearly identified-identify the costs and expenses incurred and the amount of the costs and expenses. Client agrees to promptly review all billing statements rendered by item and amount. Attorney and to communicate promptly any objections, questions, or concerns about their contents.

8. _____ 8. CLIENT APPROVAL NECESSARY FOR SETTLEMENT

Attorney will not make any settlement or compromise of any nature of any of Client's claims without Client's prior approval. Client retains the absolute right to accept or reject any settlement.

6.9. DISCHARGE AND WITHDRAWAL

~~Client may discharge Attorney at any time. Attorney may withdraw with Client's consent or for good cause. Good cause includes Client's breach of this Agreement, refusal to~~

~~cooperate or to follow Attorney's advice on a material matter or any fact or circumstance that would render Attorney's continuing representation unlawful or unethical. — or if permitted under the Rules of Professional Conduct of the State Bar of California and/or applicable law. Among the circumstances under which Attorney may withdraw are: (a) with the consent of Client; (b) Client's conduct renders it unreasonably difficult for the Attorney to carry out the employment effectively; and/or (c) Client fails to pay Attorney's fees or costs as required by this Agreement. Notwithstanding the discharge, Client will remain obligated to pay Attorney at the agreed rates for all services provided and to reimburse Attorney for all costs advanced.~~

10. CONCLUSION OF SERVICES

~~When Attorney's services conclude, whether by completing the services covered by this Agreement, or by discharge or withdrawal, all unpaid charges for fees or costs will immediately become~~ due and payable. After services conclude, Attorney will, upon Client's request, deliver immediately.

~~Client may have access to Client's case file, and property in Attorney's possession, whether or not at Attorney's office at any reasonable time. At the end of the engagement, Client may request the return of Client's case file. If Client has paid for all services not requested the return of Client's file, and to the extent Attorney has not otherwise delivered it or disposed of it consistent with Client's directions, Attorney will retain the case file for a period of [PROVIDE LENGTH OF TIME], after which Attorney is authorized by this agreement to have the case file destroyed. If Client would like Attorney to maintain Client's case file for more than [PROVIDE LENGTH OF TIME] after the conclusion of Attorney's services for Client on a given matter, a separate written agreement must be made between Attorney and Client, which agreement may provide for Client to bear the cost of maintaining the file. In the event Client requests that Attorney transfer possession of Client's case file to Client or a third party, Attorney is authorized to retain copies of the case file. The case file includes Client papers and property as defined in Rule 3-700(D)(1) of the California Rules of Professional Conduct.~~

7.11. — 9. — DISCLAIMER OF GUARANTEE AND ESTIMATES

~~Nothing in this Agreement and nothing in Attorney's statements to Client will be construed as a promise or guarantee about the outcome of the matter. Attorney makes no such promises or guarantees. Attorney's comments about the outcome of the matter are expressions of opinion only, are neither promises nor guarantees, and will not be construed as promises or guarantees. Any deposits made by client or estimate of fees given by Attorney shall not be a representation of a flat fee and will not be a limitation on fees or a guarantee; that fees and costs will not exceed the amount of the deposit or estimate. Actual fees may vary significantly from estimates given.~~

12. — 10. — PROFESSIONAL LIABILITY INSURANCE DISCLOSURE

Pursuant to California Rule of Professional Conduct 3-410, I am informing you in writing that I have do not have [CHECK APPROPRIATE ENTRY] professional liability insurance.

13. NO TAX ADVICE

Attorney has not been retained to provide Client with any tax advice concerning any of the services described in paragraph 2. Any documents prepared by Attorney may have specific tax ramifications. To be sure Client understands and is certain of all the potential tax consequences, Client should consult with tax advisors regarding these matters.

8.14. ENTIRE AGREEMENT

—This Agreement contains the entire agreement of the parties. No other agreement, statement, or promise made on or before the effective date of this Agreement will be binding on the parties.

9.15. ~~11.~~ SEVERABILITY IN EVENT OF PARTIAL INVALIDITY

—If any provision of this Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement will be severable and remain in effect.

10.16. ~~12.~~ MODIFICATION BY SUBSEQUENT AGREEMENT

—This Agreement may be modified by subsequent agreement of the parties only by an instrument in writing signed by both of them ~~or an oral agreement only to the extent that the parties carry it out.~~

11.17. ~~13.~~ EFFECTIVE DATE

—This Agreement will govern all legal services performed by Attorney on behalf of Client commencing with the date Attorney first performed services. The date at the beginning of this Agreement is for reference only. Even if this Agreement does not take effect, Client will be obligated to pay Attorney the reasonable value of any services Attorney may have performed for Client.

THE PARTIES HAVE READ AND UNDERSTOOD THE FOREGOING TERMS AND AGREE TO THEM AS OF THE DATE ATTORNEY FIRST PROVIDED SERVICES. IF MORE THAN ONE CLIENT SIGNS BELOW, EACH AGREES TO BE LIABLE, JOINTLY AND SEVERALLY, FOR ALL OBLIGATIONS UNDER THIS AGREEMENT. ~~THE~~ CLIENT ~~SHALL~~WILL RECEIVE A FULLY EXECUTED ~~DUPLICATE~~COPY OF THIS AGREEMENT.

DATED: _____

STELLA KING CLIENT

Address: _____

Telephone: _____

E-mail Address: _____

DATED: _____

~~CRANE, GARCIA & MOORE~~ ATTORNEY
OR LAW FIRM

By: _____

~~Linda H. Garcia, Partner~~ _____

ATTORNEY

Form No. 3
Sample Written Fee Agreement³
Contingency Fee Agreement

~~CRANE, GARCIA & MOORE~~
~~441 Bauchet Street~~
~~Los Angeles, CA 90012~~
~~(213) 680-9600~~

—LAW FIRM
ADDRESS
CITY, STATE, ZIP
PHONE NUMBER

(Date)

ATTORNEY-CLIENT ~~CONTINGENCY~~ FEE AGREEMENT

~~—CRANE, GARCIA & MOORE (“~~
[LAW FIRM OR ATTORNEY] (“Attorney”);”) and ~~STELLA KING~~[CLIENT] (“Client”) hereby agree that Attorney will provide legal services to “Client” on the terms set forth below.

1. ~~1.~~ CONDITIONS

~~—~~This Agreement will not take effect, and Attorney will have no obligation to provide legal services, until: (a) Client returns a signed copy of this Agreement~~and; (b) Client pays the initial deposit for costs, if any, called for under Paragraph 7;~~ and (c) Attorney acknowledges acceptance of representation by counter-signing this Agreement and returning a fully executed copy to Client. Upon satisfaction of these conditions, this Agreement will be deemed to take effect as of [DATE].

~~2. SCOPE OF SERVICES. Client is hiring Attorney to represent Client in the matter of Client’s claims against _____ [and possibly others as future investigation may indicate], arising out of _____ which occurred on or about _____.~~

~~2. — If a court action is filed, Attorney will represent Client until a settlement or judgment, by way of arbitration or trial, is reached. Attorney will oppose any motion for a new trial or any other post-trial motions filed by an opposing party, or will make any appropriate post-trial motions on Client’s behalf. After judgment, Attorney will not represent Client on any appeal, or in any proceeding to execute on the judgment, unless Client and Attorney agree that Attorney will~~ SCOPE OF SERVICES AND ATTORNEY’S DUTIES

~~Client hires Attorney to provide such services and also agree upon additional fees, if any, to be paid to~~

³ This sample written fee agreement form is intended to satisfy the basic requirements of Business & Professions Code Section 6147 but may not address varying contractual obligations which may be present in a particular case. The State Bar makes no representation of any kind, express or implied, concerning the use of these forms.

~~Attorney for such services. Services in any matter not described above will require a separate written agreement.~~

~~3. RESPONSIBILITIES~~ legal services in the following matter: [PROVIDE DETAILED DESCRIPTION OF ~~THE PARTIES~~ SERVICES TO BE PROVIDED]. Attorney will provide those legal services reasonably required to represent Client ~~in prosecuting the claims described in Paragraph 2 and will~~. Attorney will take reasonable steps to keep Client informed of progress and ~~developments, and to respond promptly to Client's inquiries and communications. Client agrees to~~. If a court action is filed, Attorney will represent Client through trial and post-trial motions. This Agreement does not cover representation on appeal or in collection proceedings after judgment or proceedings regarding renewal of a judgment. A separate written agreement for these services or services in any other matter not described above will be required. Attorney is representing Client only in the matter described above.

This Agreement also does not include defending Client against, or representing Client in, any claims that may be asserted against Client as a cross-claim or counter-claim in Client's case. If any such matters arise later, Attorney and Client will either negotiate a separate agreement if Client and Attorney agree that the Attorney will perform such additional legal work or Client will engage separate counsel with respect to the cross-claim or counter-claim or additional legal work.

3. CLIENT'S DUTIES

Client agrees to be truthful with Attorney, ~~to and not to withhold information~~. Further, Client agrees to cooperate, to keep Attorney informed of any information ~~and/or~~ developments which may come to Client's attention, to abide by this Agreement, to pay Attorney's bills ~~for costs~~ on time, and to

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keep Attorney advised of Client's address, telephone number and whereabouts. Client will assist Attorney by timely providing necessary information and documents. Client agrees to appear at all legal proceedings when Attorney deems it necessary, and generally to cooperate fully with Attorney in all matters related to the preparation and presentation of Client's claims.

~~2.4.~~ 4. LEGAL FEES

~~—~~ Attorney will only be compensated for legal services rendered if a recovery is obtained for Client. If no recovery is obtained, Client will be obligated to pay only for costs, disbursements and expenses, as described in Paragraph 6.

The fee to be paid to Attorney will be a percentage of the "net recovery," depending on the stage at which the settlement or judgment is reached. The term "net recovery" means: (1) the total of all amounts received by settlement, arbitration award or judgment, including any award of ~~attorneys~~ attorney's fees, (2) minus all costs and disbursements set forth in Paragraph 6. If another party is ordered by the court to pay Client's Attorney's fees and/or

costs, that award will be part of Client's net recovery and the contingent fee will be based on the Client's total recovery, including the amount of the court ordered award of attorney's fees and/or costs. Net recovery ~~shall~~will also include the reasonable value of any non-monetary proceeds~~-.~~

Attorney's fee ~~shall~~will be calculated as follows:

- (a) If the matter is resolved before filing a lawsuit or formal initiation of proceedings, then Attorney's fee will be _____ [PROVIDE RATE] percent (____%) of the net recovery;
- (b) If the matter is resolved prior to ____ [PROVIDE NUMBER] days before the ~~date initially set for the initial~~ trial or arbitration ~~of the matter~~date, then Attorney's fee will be _____ [PROVIDE RATE] percent (____%) of the net recovery; and
- (c) If the matter is resolved after the times set forth in (i) and (ii), above, then Attorney's fee will be _____ [PROVIDE RATE] percent (____%) of the net recovery.

In the event of Attorney's discharge, or withdrawal with justifiable cause, as provided in Paragraph ~~44~~13, Client agrees that, upon payment of the settlement, arbitration award or judgment in Client's favor in this matter, Attorney ~~shall~~will be entitled to be paid by Client a reasonable fee for the legal services provided. Such fee ~~shall~~will be determined by considering the following factors:

- ~~(1) The actual number of hours expended by Attorney in performing legal services for Client;~~
- ~~(2) Attorney's hourly rates;~~
- ~~(3) The extent to which Attorney's services have contributed to the result obtained;~~

(1) The amount of the fee in proportion to the value of the services performed;

(2) The relative sophistication of the Attorney and the Client;

(3) The novelty and difficulty of the questions involved and the skill requisite to perform the legal service properly;

(4) The likelihood, if apparent to the Client, that the acceptance of the particular employment will preclude other employment by the Attorney;

(5) The amount ~~of recovery~~involved and the results obtained;

(6) The time limitations imposed ~~on Attorney~~ by the Client or by the circumstances;
and

(7) The nature and length of the professional relationship with the Client;

(8) The experience, reputation, and ability of ~~personnel performing the services;~~ the Attorney;

~~5.~~ (9) The time and labor required;

(10) The informed consent of the Client to the fee.

5. NEGOTIABILITY OF LEGAL FEES.

Client understands that the rates set forth above are not set by law, but are negotiable between ~~an~~ Attorney and Client.

3.6. ~~6.~~ COSTS AND LITIGATION EXPENSES

~~Attorney~~ will incur various costs and expenses in performing legal services under this Agreement. Client agrees to pay for all costs, disbursements and expenses paid or owed by Client in connection with this matter, or which have been advanced by Attorney on Client's behalf and which have not been previously paid or reimbursed to Attorney.

Costs, disbursements and litigation expenses commonly include court fees, jury fees, service of process charges, court and deposition reporters' fees, interpreter/translator fees, outside photocopying and reproduction costs, notary fees, long distance telephone charges, messenger and other delivery fees, postage, deposition costs, travel costs including parking, mileage, transportation, meals and hotel costs, investigation expenses, consultant, expert witness, professional mediator, arbitrator and/or special master fees and other similar items. Except for the items listed below, costs and expenses will be charged at Attorney's Internal charges are billed at the following rates: (1) mileage – IRS Standard Mileage Rate; (2) in-house printing and photocopying – [] [PROVIDE RATE] cents per page; (3) facsimile charges – [] [PROVIDE RATE] cents per page; (4) messenger services – at cost; (5) postage at cost; and (6) computerized legal research at cost.

<u>In-office photocopying</u>	<u>/page</u>
<u>Facsimile charges</u>	<u>/page</u>
<u>Mileage</u>	<u>/mile</u>
<u>Other:</u>	

Client understands that if Client's case proceeds to court action or arbitration and Client loses or is not the prevailing party, the court may award Attorney fees as well as some or all of the type of costs enumerated in this Paragraph 6 to the winning or prevailing party or parties. Payment of such attorney fees and costs will be the sole responsibility of Client.

Client understands that, as set forth in Paragraph 7 below, a deposit for costs may be required before the expenditure is made by Attorney.

To aid in the preparation or presentation of Client's case, it may become necessary to hire expert witnesses, consultants or investigators. Attorney will select any expert witnesses, consultants or investigators to be hired, and Client will be informed of persons chosen and their charges.

Client authorizes Attorney to incur all reasonable costs and to hire any investigators, consultants or expert witnesses reasonably necessary in Attorney's judgment ~~unless one or both of the clauses below are initialed by Attorney.~~

Attorney ~~shall~~will obtain Client's consent before incurring any costs in excess of \$ \$ [PROVIDE AMOUNT].

~~Attorney shall obtain Client's consent before retaining outside investigators, consultants, or expert witnesses.~~

~~_____~~ If an award of fees and/or costs to be paid by another party is sought on Client's behalf in this action, Client understands that the amount which the court may order as fees and/or costs is the amount the court believes the party is entitled to recover, and does not determine what fees and/or costs Attorney is entitled to charge Client or that only the fees and/or costs which were allowed were reasonable.

Client agrees that any award of fees and costs that may be awarded as discovery or other sanctions or pursuant to contract or statute will belong exclusively to Attorney. Client further agrees that, whether or not ~~attorneys'~~attorney's fees or costs are awarded by the court in Client's case, Client will remain responsible for the payment, in full, of all ~~attorneys'~~attorney's fees and costs in accordance with this Agreement.

~~_____ Additionally, Client understands that if Client's case proceeds to _____ The court action or arbitration, Client may be required to pay assess monetary sanctions, (including attorney fees and/or costs to other parties in the action-) against Client for bad faith conduct, including of discovery proceedings prior to trial, or inappropriate conduct during or even after trial.~~ Any such award will be entirely the responsibility of Client.

~~4.7.~~ 7. **DEPOSIT**

~~_____~~ Client agrees to pay Attorney an initial deposit for costs of \$ \$ [PROVIDE AMOUNT], to be returned with this signed Agreement. Attorney will hold this initial deposit in a trust account. Client hereby authorizes Attorney to use that deposit to pay the costs, disbursements and other expenses incurred under this Agreement.

Client agrees that Attorney's right to recover costs and expenses from the Deposit or any subsequent deposit held in Attorney's Client Trust Account becomes fixed _____ [PROVIDE NUMBER] days after the date a bill is sent to Client. Client therefore authorizes Attorney to withdraw the funds from Attorney's Client Trust Account to pay Attorney's costs and expenses _____ [PROVIDE NUMBER] calendar days after the date a bill is sent to Client. If

Attorney receives a written objection from Client within _____ [PROVIDE NUMBER] days of sending the bill, Attorney's right to recover the amount that is identified in the objection will be deemed to be disputed, and Attorney will not withdraw the disputed costs and/or expenses from the Client Trust Account until the dispute is resolved. If Attorney receives an objection from Client more than _____ [PROVIDE NUMBER] days after the date the bill is sent and after the funds have been withdrawn, Attorney will not be required to redeposit the disputed costs and/or expenses into the Client Trust Account during the pendency of the dispute.

When Client's deposit is exhausted, Attorney reserves the right to demand further deposits, each up to a maximum of \$ _____ \$ _____ [PROVIDE AMOUNT].

Once a trial or arbitration date is set, Attorney will require Client to pay all sums then owing, and to deposit the costs Attorney estimates will be incurred in preparing for and completing the trial or arbitration, as well as the jury fees or arbitration fees likely to be assessed. Those sums may exceed the maximum deposit.

Client agrees to pay all deposits required under this Agreement within ~~40~~ _____ [PROVIDE NUMBER] days of Attorney's demand. Any deposit that is unused at the conclusion of Attorney's services will be promptly refunded to Client.

~~8. _____~~ **8. MONTHLY BILLING STATEMENTS. BILLS FOR COSTS AND EXPENSES**

Attorney will send Client ~~monthly billing statements~~ periodic bills for costs, ~~disbursements~~ and expenses incurred. Except as provided in connection with this matter. Each statement Paragraph 7 ("Deposit"), each bill is to be paid in full within 45 _____ [PROVIDE NUMBER] days ~~after~~ of its mailing date. Client may request a bill at intervals of no less than 30 days. If Client so requests, Attorney will provide one within 10 days. Bills for the date of such statement cost and expense portion of the bill will clearly identify the costs and expenses incurred and the amount of the costs and expenses. Client agrees to promptly review all bills rendered by Attorney and to promptly communicate any objections, questions, or concerns about their contents.

~~5.9. _____~~ **9. CLIENT APPROVAL NECESSARY FOR SETTLEMENT**

~~—~~Attorney will not make any settlement or compromise of any nature of any of Client's claims without Client's prior approval. Client retains the absolute right to accept or reject any settlement. ~~Client agrees to consider seriously any~~

10. LIEN

Attorney has a lien on any and all claims that are the subject of Attorney's representation under this Agreement. Attorney's lien will be for any sums owing to Attorney for any unpaid costs, or attorney's fees, at the conclusion of Attorney's services. The lien will attach to any recovery Client may obtain, whether by arbitration award, judgment, settlement offer Attorney recommends or otherwise. An effect of such a lien is that Attorney may be able to compel payment of fees and costs from any such funds recovered on behalf of Client even if Attorney has been discharged before making a decision to accept or reject such offer. Client agrees not to make any settlement or compromise of any nature of any of Client's claims

~~without prior notice to Attorney~~the end of the case. In the event Attorney withdraws from representing Client without cause, Attorney will not be entitled to any lien for fees. The lien will exist and attach to any recovery only for costs already advanced by Attorney pursuant to Paragraph 6. Because a lien may affect Client's property rights, Client may seek the advice of an independent lawyer of Client's own choice before agreeing to such a lien. By initialing this paragraph, Client represents and agrees that Client has had a reasonable opportunity to consult such an independent lawyer and—whether or not Client has chosen to consult such an independent lawyer—Client agrees that Attorney will have a lien as specified above.

~~10. LIMITATION OF REPRESENTATION.~~ Attorney is representing Client only on the matter described in Paragraph 2. Attorney's representation does not include independent or related matters that may arise, including, among other things, claims for property damage, workers' compensation, disputes with a health care provider about the amount owed for their services, or claims for reimbursement (subrogation) by any insurance company for benefits paid under an insurance policy.

~~This Agreement also does not include defending Client against, or representing Client in any claims that may be asserted against Client as a cross claim or counter claim in Client's case. This Agreement does not apply to any other legal matters. If any such matters arise later, Attorney and Client will either negotiate a separate agreement if Client and Attorney agree that Attorney will perform such additional legal work or Client will engage separate counsel with respect to the cross claim or counter claim or additional legal work.~~

~~11.~~ _____ (Client initials here) _____ (Attorney initials here)

11. PROFESSIONAL LIABILITY INSURANCE DISCLOSURE

Pursuant to California Rule of Professional Conduct 3-410, I am informing you in writing that I _____ have _____ do not have [SELECT APPROPRIATE RESPONSE] professional liability insurance.

12. NO TAX ADVICE

Attorney has not been retained to provide Client with any tax advice concerning any of the services described in paragraph 2. Any documents prepared by Attorney may have specific tax ramifications. To be sure Client understands and is certain of all the potential tax consequences, Client should consult with tax advisors regarding these matters.

6.13. DISCHARGE AND WITHDRAWAL

~~—Client may discharge Attorney at any time, upon written notice to Attorney. Attorney may withdraw from representation of Client (a) with Client's consent, (b) upon court approval, or (c) if no court action has been filed, for good cause and upon reasonable notice to Client. Good cause includes Client's breach of this contract, Client's refusal to cooperate with Attorney or to follow Attorney's advice on a material matter, or any other fact or~~

circumstance that would render Attorney's continuing representation unlawful or unethical or for good cause or if permitted under the Rules of Professional Conduct of the State Bar of California and/or applicable law. Among the circumstances under which Attorney may withdraw are: (a) with the consent of Client; (b) Client's conduct renders it unreasonably difficult for the Attorney to carry out the employment effectively; and/or (c) Client fails to pay Attorney's costs and expenses as required by this Agreement. Notwithstanding the discharge, Client will remain obligated to pay Attorney at the agreed rates for all services provided and to reimburse Attorney for all costs advanced.

Notwithstanding ~~Attorney's withdrawal or~~ Client's notice of discharge, and without regard to the reasons for the withdrawal or discharge, Client will remain obligated to pay Attorney for all costs and expenses incurred prior to the termination and, in the event that there is any net recovery obtained by Client after conclusion of Attorney's services, Client remains obligated to pay Attorney for the reasonable value of all services rendered from the effective date of this Agreement to the date of discharge. In the event Attorney voluntarily withdraws from representing Client, Attorney waives, and will not be entitled to be paid, any fees by Client but will be entitled to be reimbursed for any costs and expenses already advanced by Attorney.

~~7.14.~~ 12. **CONCLUSION OF SERVICES**

.—When Attorney's services conclude, whether by completing the services covered by this Agreement, or by discharge or withdrawal, all unpaid charges for costs and expenses will immediately become due and payable. Attorney is authorized to use any funds held in Attorney's trust account as a deposit against costs to apply to such unpaid charges. After Attorney's services conclude, upon request, Client's file and property will be delivered to Client, or Client's other attorney, whether or not Client has paid any fees and/or costs owed to Attorney immediately. Client may have access to Client's case file at Attorney's office at any reasonable time. At the end of the engagement, Client may request the return of Client's case file. If Client has not requested the return of Client's file, and to the extent Attorney has not otherwise delivered it or disposed of it consistent with Client's directions, Attorney will retain the case file for a period of [PROVIDE LENGTH OF TIME], after which Attorney is authorized by this agreement to have the case file destroyed. If Client would like Attorney to maintain Client's case file for more than [PROVIDE LENGTH OF TIME] after the conclusion of Attorney's services for Client on a given matter have concluded, a separate written agreement must be made between Attorney and Client, which may provide for Client to bear the cost of maintaining the file. In the event Client requests that Attorney transfers possession of Client's case file to Client or a third party, Attorney is authorized to retain copies of the case file at Attorney's expense. The case file includes Client papers and property as defined in Rule 3-700(D)(1) of the California Rules of Professional Conduct.

~~13.~~ **LIEN.** Client hereby grants Attorney a lien on any and all claims or causes of action that are the subject of Attorney's representation under this Agreement. Attorney's lien will be for any sums owing to Attorney for any unpaid costs, or attorneys' fees, at the conclusion of Attorney's services. The lien will attach to any recovery Client may obtain, whether by arbitration award, judgment, settlement or otherwise. The effect of such a lien is that Attorney may be able to compel payment of fees and costs from any such funds recovered on behalf of

THE PARTIES HAVE READ AND UNDERSTOOD THE FOREGOING TERMS AND AGREE TO THEM, AS OF THE DATE ATTORNEY FIRST PROVIDED SERVICES. IF MORE THAN ONE CLIENT SIGNS BELOW, EACH AGREES TO BE LIABLE JOINTLY AND SEVERALLY FOR ALL OBLIGATIONS UNDER THIS AGREEMENT. THE CLIENT ~~SHALL~~WILL RECEIVE A FULLY EXECUTED ~~DUPLICATE~~COPY OF THIS AGREEMENT.

DATED: _____

~~STELLA KING~~CLIENT

Address: _____

Telephone: _____

E-mail Address: _____

DATED: _____

~~CRANE, GARCIA & MOORE~~LAW FIRM
NAME

By: _____

~~Linda H. Garcia, Partner~~

ATTORNEY