

Legal Support Arrangement

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Law Firm/Organization Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formalize our agreement regarding the legal support services you will provide to me. This letter outlines the terms of our arrangement:

Scope of Services

[Describe the specific legal services to be provided]

Fees and Payment

The agreed-upon fee is [Insert Fee Structure]. Payment is due [Insert Payment Terms].

Duration of Agreement

This arrangement will commence on [Start Date] and will remain effective until [End Date/Completion of Services].

Confidentiality

Both parties agree to maintain confidentiality regarding all matters discussed during the provision of legal services.

Termination

Either party may terminate this agreement with [Insert Notice Period] written notice.

Please confirm your acceptance of these terms by signing below.

Sincerely,

[Your Name]

[Your Signature]

Accepted by:

[Recipient's Name]

[Recipient's Signature]

[Date]