

# Cybercrime Investigation Engagement Letter

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Company/Organization Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Client's Name]

[Client's Title]

[Client's Company/Organization Name]

[Client's Address]

[City, State, Zip Code]

Dear [Client's Name],

We are pleased to confirm our engagement to assist you with the investigation of the cybercrime incident that occurred on [insert date of incident]. Our team is committed to providing thorough and efficient investigative services to address this matter.

Scope of Services:

- Assessment of the incident and data breach.
- Collection and analysis of digital evidence.
- Collaboration with law enforcement agencies as required.
- Preparation of reports and documentation.

Fees and Expenses:

Our fees will be calculated based on the time spent and the resources utilized in this investigation. A detailed invoice outlining the charges will be provided at the conclusion of our services.

Please confirm your acceptance of this engagement by signing below and returning a copy of this letter.

Sincerely,

[Your Name]

[Your Title]

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Agreed and Accepted by:

[Client's Name]

Date: \_\_\_\_\_