

# Client Retainer Agreement Summary

**Date:** [Insert Date]

**Client Name:** [Insert Client Name]

**Address:** [Insert Client Address]

## Agreement Overview

This retainer agreement summary outlines the key points of the client retainer agreement between [Your Company Name] and [Client Name].

### Services Provided

[Outline the services that will be provided under the retainer agreement.]

### Retainer Fee

The retainer fee is set at [Insert Amount] and is payable [Insert Payment Terms].

### Duration of Agreement

This agreement is effective from [Start Date] to [End Date].

### Termination

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

## Acceptance

Please sign below to acknowledge acceptance of this retainer agreement summary.

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**Client Signature | Date**

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**Provider Signature | Date**