

DOCUMENT EXAMINATION SERVICES FEE AGREEMENT

Document Examination Services

Minimum Retainer Fee (nonrefundable) covers first 4 hours \$ 600.00
Additional fee per hour \$ 150.00

Court Expenses

Day set aside for court or deposition appearance \$ 1,200.00
Court or deposition appearance minimum \$ 600.00

Other Expenses

Automobile mileage (per mile) \$ 0.45
Copies \$ 0.10
Color copies \$ 1.00

Document examination fees can include case review, technical investigation, research, preliminary opinion, written opinion, report preparation, and pre-court conferences.

The minimum retainer fee is due and payable prior to examination and is nonrefundable regardless of the opinion provided or the actual time spent on the case. Fees are for time spent on the case and expenses incurred, not for the opinion provided. Client is responsible for all fees and costs associated with the case regardless if the opinion is or is not in the client's favor or if the opinion is not conclusive. Spectrum Forensic International, LLC is not retained until the minimum retainer fee is paid and this fee agreement is signed and returned. Balance of fee due upon presentation of findings. All fees and expenses must be paid in full and court/deposition testimony time prepaid prior to testimony. No refunds will be provided for court/deposition testimony time that is cancelled in less than 24 hours notice. Client is responsible for any travel time, travel costs, and court fees associated with this case.

Payment is due and payable in when services are rendered. Remit payment upon receipt of statement. Unpaid balances over 30 days will be subject to a \$25.00 late charge and 1.5% interest per month. Reasonable court and/or legal expenses incurred to collect any overdue balance will be the responsibility of the client. Client shall be responsible for the cost of any time spent in collecting unpaid fees or time spent in court as a result of this case.

Designating Spectrum Forensic International, LLC and/or its agents as expert witnesses, formally or informally, or use of their Curriculum Vitas in civil or criminal proceedings or any other venue, without specific authorization, is prohibited. Violators of this prohibition will be charged the retainer set forth in this Document Examination Services Fee Agreement.

Please sign a copy of this fee agreement and return to Spectrum Forensic International, LLC. Upon request, a copy will be provided for your records.

Signature

Date _____

Print Name: _____

Firm Name: _____