

RETAINER AGREEMENT FOR LEGAL SERVICES

Name:

Address (street, city, state, zip):

Billing Address (if different):

Best Phone Number to reach you:

Home | Work | Mobile:

Fax Number:

Alternate Phone Number:

Home | Work | Mobile:

Email Address:

Retainer Amount: **\$295.00** Includes **2-Hours** Regular Hourly Rate: \$240

Agreement. This Agreement shall become effective (Effective Date) upon receipt by the Casler Law Office, PLLC (the "Firm") of a signed copy hereof and payment of the Retainer Amount. Payment of the Retainer Amount entitles Client, for a period of **one year** from the Effective Date, to: (1) **two hours** (120 minutes) of consultation, legal work or research on a topic within the expertise of Carlton C. Casler ("Casler"), which may be done in-person, by telephone, mail, e-mail, or fax; (2) the ability to retain Casler as an expert witness at the foregoing rate (provided the matter is within Casler's expertise); and (3) ***assurance that Casler, as attorney for the undersigned, cannot be retained or consulted by an adverse party or a future adverse party as legal counsel or an expert witness.*** Note: In the event another client of this Firm becomes your adverse party, the Firm may not be able to represent either client. Nevertheless, as a Client hereunder, you are assured that **no adverse party** may hire Casler in litigation against you/Client.

Limitations/Exclusions. Representation of Client in new or ongoing **litigation** is excluded from this Agreement, except for services as an expert witness (as stated above). The two hours cannot be used, in whole or in part, toward any services offered by the Firm that are offered on a **Flat Fee basis**, including: drafting of leases, broker-agent agreements, office policy manuals, property management agreements, business formation (i.e., LLC), or evictions. Only one Retainer Agreement may be purchased per year, which begins on the Effective Date.

Additional Time. If Client exceeds the two hour allotment of time, Client will be billed at a **Special Hourly Rate** equal to Mr. Casler's Regular Hourly Rate (stated above) **minus \$60/hour** for the duration of the term hereof without regard to Regular Hourly Rate increases that occur during the term hereof, up to a maximum of five hours at the Special Hourly Rate.

Out-of-Pocket Expenses not included. This Agreement applies to "time" only; all out-of-pocket expenses (i.e., certified mail, delivery fees, etc.), if any, will be billed to Client.

Payment for Additional Time. Full payment for additional time, expenses or any other amount stated on the Client's billing statement is due within ten days of receipt thereof and, if not promptly paid, will accrue finance charges of eighteen percent (18%) per annum and, in addition, work on Client's file (if any) and legal services may be stopped until Client's account is brought current. Because of conflicts and/or potential conflicts and/or other work that may need to be declined as a result of this Agreement, the Retainer Amount is earned upon receipt, is nonrefundable and may be deposited into the Firm's operating account and not into the Firm's trust account. The Firm will keep track of time used by Client. Telephone calls will be tracked by the actual number of minutes on the phone. Letters, fax and e-mail will be tracked by the time used to review your incoming communication and time spent researching the issue and drafting a letter, fax or e-mail response. In-person meetings will be tracked in one-half hour increments. The Firm may, but shall not be obligated, to provide Client with periodic billing statements showing the time used and time remaining. If a separate Retainer Letter and/or Fee Agreement is executed, additional terms may apply. Jurisdiction for an action arising out of this Agreement shall be in the Estrella Mountain Justice Court or Maricopa County Superior Court. A copy of this Agreement shall suffice for all purposes and the original may be destroyed without affecting enforcement or validity hereof.

Client Signature(s)

Signature: _____

Date: _____

Signature: _____

Date: _____

PAY ONLINE:

[Go HERE to pay online:](#)

(when paid online, you may pay via: Visa, MasterCard, Discover, American Express)

PAY by FAX or MAIL:

This Charge Authorization may be sent by **fax** or **mail**. Payment may also be made by check or money order via **mail** to:

Casler Law Office, PLLC
12725 West Indian School Road, Suite E-101
Avondale, Arizona 85392
602-255-0431 Fax
602-255-0101 Office

Charge Card Authorization

As and for legal services and pursuant to the terms and conditions of the "Retainer Agreement for Legal Services," I authorize a **\$295.00** charge to the following account:

- Visa
- MasterCard

Name on Credit Card: _____

Credit Card Number: _____

Expiration Date: _____ Three Digit Security Code: _____

Billing Address: _____
(Just the numeric part of the street address; for 1234 Maple Street, just write **1234**)

Zip Code: _____

Signature of Cardholder: _____