

LEGAL SUPPORT SERVICES ENGAGEMENT ADDENDUM

This Legal Support Services Engagement Addendum ("Addendum") is incorporated into the Legal Support Services Agreement ("Agreement") dated _____. In the event of any conflict, the terms of the Addendum shall control with respect to the engagement specifics. All other provisions of the Agreement shall remain in effect.

1. ATTORNEY INFORMATION

Law Firm: _____ Email: _____

Contact Person: _____ Phone: _____

2. ENGAGEMENT PLAN

Attorney elects the following Legal Support Services Engagement:

- ☐ 10-Hours Per Month – \$600/month ☐ 20-Hours Per Month – \$1100/month
- ☐ Custom Monthly Engagement – \$____ / month hours _____
- ☐ Project-Specific Engagement – Project _____
- Rate \$ _____ Hours: _____ Max. Fees: \$ _____

2A. SCOPE OF SERVICES

The parties agree that the scope of services for this engagement shall include the following:

☐ Additional details are attached.

3. TERM OF ENGAGEMENT

MONTHLY LEGAL SUPPORT SERVICES ENGAGEMENTS: This Addendum shall become effective on _____ and shall continue on a month-to-month basis until modified or terminated in accordance with the Agreement. Either party may terminate this engagement by

providing at least fifteen (15) days' written notice. Any termination shall become effective at the conclusion of the current monthly billing period unless otherwise agreed in writing.

PROJECT-SPECIFIC ENGAGEMENTS: This Addendum shall become effective on _____ and shall continue until the agreed scope is completed, the authorization is exhausted, or either party terminates the engagement under the main agreement. Additional work requires separate authorization.

4. BILLING

MONTHLY SUPPORT SERVICES RETAINERS: Are billed in advance on the first business day of each calendar month. Payment is due upon receipt. Contractor may suspend services if payment is not received within five (5) business days unless otherwise agreed upon in writing.

PROJECT-SPECIFIC ENGAGEMENTS: Are billed at the agreed hourly rate for actual time worked, subject to the maximum authorized fees stated above. Payment terms are as follows:

Additional services exceeding the authorized scope or budget require prior approval.

5. ACKNOWLEDGMENT & SIGNATURES

By signing below, the parties acknowledge they have read, understand, and agree to the terms of this Addendum.

ATTORNEY: _____

CONTRACTOR: Holly Carbine Bridges,

SIGNATURE

SIGNATURE

PAYMENT METHOD:

☐ Cash

☐ Electronic (credit card, PayPal, or Venmo)

VISIT THEBINEBRIDGEGROUP.COM **OR** SCAN QR CODE

Bridging Solutions Services

