



2026 RATE SHEET

Standard Paralegal Hourly Rate - \$65.00 per hour

Package 1: 10 HOURS PER MONTH MINIMUM COMMITMENT

This package is available to attorneys/firms that wish to utilize paralegal services for a minimum of Two and One-Half hours (2.5) per week. Attorneys/Firms are billed at the standard paralegal hourly rate for the minimum Two and One-Half hours (2.5) per week whether tasks are assigned or not.

Package 2: 20 HOURS PER MONTH MINIMUM COMMITMENT

This package is available to attorneys/firms that wish to utilize paralegal services for a minimum of Five (5) hours per week. Attorneys/firms are billed at the standard paralegal hourly rate for the minimum Five hours (5) per week whether tasks are assigned or not.

Package 3: 30 HOURS PER MONTH MINIMUM COMMITMENT

This contract is available to attorneys/firms that wish to utilize paralegal services for a minimum of Seven and One-Half hours (7.5) per week. Attorneys/firms are billed at the standard paralegal hourly rate for the minimum Seven and One-Half hours (7.5) per week whether tasks are assigned or not.

Package 4: 40 HOURS PER MONTH MINIMUM COMMITMENT

This contract is available to attorneys that wish to utilize paralegal services for a minimum of Ten (10) hours per week. Attorneys/firms are billed at the standard paralegal hourly rate for the minimum Ten hours (10) per week whether tasks are assigned or not.

Package 5: 50 HOURS PER MONTH MINIMUM COMMITMENT

This contract is available to attorneys that wish to utilize paralegal services for a minimum of Twelve and One-Half hours (12.5) per week. Attorneys/firms are billed at the standard paralegal hourly rate for the minimum Twelve and One-Half hours (12.5) per week whether tasks are assigned or not.

Package 6: 60 HOURS PER MONTH MINIMUM COMMITMENT

This contract is available to attorneys that wish to utilize paralegal services for a minimum of Fifteen hours (15) per week. Attorneys/firms are billed at the standard paralegal hourly rate for the minimum Fifteen hours (15) per week whether tasks are assigned or not.

Package 7: 80 HOURS PER MONTH MINIMUM COMMITMENT

This contract is available to attorneys that wish to utilize paralegal services for a minimum of Twenty hours (20) per week. Attorneys/firms are billed at the standard paralegal hourly rate for the minimum Twenty hours (20) per week whether tasks are assigned or not.

OVER MINIMUM HOURS COMMITMENT

Attorneys/Firms may assign projects over and above the minimum weekly hours and will be billed at the standard paralegal hourly rate in addition to the minimum weekly/monthly commitment.

RUSH ASSIGNMENTS/PROJECTS

An additional fee of \$100.00 will be applied if an assignment is a rush request requiring a (2) two-day return period (48 hours).

An additional fee of \$150.00 will be applied if an assignment is a rush request requiring a (1) one-day return period (24 hours).

TERMINATION NOTICE

As outlined in the Independent Contractor Agreement, any package may be terminated by either party at any time by either party providing a fourteen (14) day written notice to the other party.

Let us help you customize a Package that fits the needs of your practice!

NOTE: All Invoices are due upon receipt.
A late fee of \$50.00 will be added for every month an invoice is past due.

*My business was built on integrity and quality service!
The highest compliment I can receive is the referral of friends, family, business associates and connections. Thank you for your consideration. I am grateful for your business!*

Therese M. Keyes, Owner || Founder || Litigation Paralegal

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