

SUMMIT LITIGATION SERVICES, LLC

CLIENT SERVICE AGREEMENT

Effective Date: _____

Client / Law Firm: _____

This Client Service Agreement (“Agreement”) establishes the relationship between Summit Litigation Services, LLC, a Wyoming company (“Summit”), and the licensed attorney or law firm identified above (“Client”). By signing this Agreement, Client confirms its authority, accepts the terms below, and agrees to use Summit’s services only for lawful, litigation-related purposes.

1. Purpose of the Agreement

This Agreement authorizes Summit to provide civil-litigation investigative support to Client and confirms that all requests will comply with applicable laws, attorney ethics rules, vendor restrictions, and Summit’s Terms & Conditions.

Summit provides factual investigative support only. Summit does not provide legal advice, case valuation, or strategic recommendations.

2. Services Covered

Summit may provide the following services when requested:

- Locating individuals, entities, or related parties
- Verifying identity before additional investigative work
- Developing factual information tied to litigation needs
- Skip tracing and data research requested by or on behalf of a licensed attorney

Summit performs research only through lawful data sources and exclusively under a permissible litigation purpose.

Summit does not use automated or scripted search tools unless expressly permitted by the data vendor.

3. Attorney Authorization & Responsibility

Client agrees that:

- All orders will be submitted by a licensed attorney or an authorized agent acting under that attorney’s direction.
- The attorney is responsible for ensuring the lawful basis of each request.
- Each request relates to a current or reasonably anticipated civil legal matter.
- All required permissions and client authorizations have been obtained before Summit is engaged.
- Summit may rely on Client’s representations without further investigation.

The attorney remains responsible for supervising the use of Summit’s information within the scope of a legal matter.

4. Use of Information

Client agrees that information obtained from Summit will be used:

- Solely for litigation-related purposes
- In compliance with federal and state privacy laws
- In accordance with vendor-imposed permissible-use restrictions
- Only after independent evaluation and verification by the attorney

Information provided by Summit:

- Is for investigative and informational use
- May not be admissible as evidence
- Is provided “as-is,” based on third-party sources
- Is not guaranteed to be complete, accurate, or current

Summit is not responsible for Client’s legal decisions, litigation strategy, or case outcomes.

5. Compliance With Privacy and Data-Protection Laws

Client agrees to comply with all applicable laws, including:

- Gramm-Leach-Bliley Act (GLBA)
- Driver’s Privacy Protection Act (DPPA)
- Fair Credit Reporting Act (FCRA)
- State privacy, fraud-prevention, and data-security laws

Client will not request or use Summit’s services for any FCRA-regulated purpose, including:

- Credit underwriting
- Employment screening
- Tenant screening
- Insurance underwriting
- Eligibility determinations of any kind

Client also agrees not to request information requiring:

- Bank or financial-account data
- Full consumer credit reports
- Medical or health information
- Telecommunications records
- Tax or government-benefit data
- Restricted DMV data outside DPPA-permitted uses

Summit maintains a Written Information Security Program (“WISP”) with administrative, technical, and physical safeguards designed to protect sensitive vendor data and meet the GLBA Safeguards Rule.

6. Identity Verification Requirements

Summit verifies identity before performing significant investigative work. Client agrees to provide accurate identifying information and understands that:

- Summit may request additional details when identity cannot be reasonably confirmed
- Summit may return a matter as inconclusive if information is insufficient
- Summit will not conduct work based on name-only matches

- Client must assist in clarifications when requested

7. Security Incidents

If a data-security incident occurs involving vendor-supplied information, Summit will:

- Take immediate steps to contain, assess, and investigate the incident
- Notify affected vendors in accordance with vendor requirements
- Follow applicable breach-notification laws

Client agrees to cooperate reasonably with Summit if the incident involves information the Client provided.

8. Confidentiality

Summit will keep Client information confidential and use it only to:

- Fulfill investigative requests
- Meet vendor, legal, or regulatory obligations
- Maintain required compliance documentation

Client agrees to maintain the confidentiality of Summit's work product and methods and not disclose them except when necessary for litigation or as required by law.

9. Records & Documentation

Summit maintains only the records necessary to:

- Verify permissible purpose
- Comply with vendor audit requirements
- Document investigative activity

Summit does not record or store client phone calls or other materials unless legally required.

10. Limitations of Liability

Summit will not be liable for:

- Errors or omissions in third-party data
- Delays, outages, or vendor-side issues
- Incorrect or incomplete information provided by Client
- Client's reliance on Summit's information without independent verification
- Any damages arising from the use or misuse of information

Summit's total liability will not exceed the amount paid for the specific service in question.

11. Indemnification

Client agrees to indemnify and hold Summit, its owners, employees, contractors, and agents harmless from any claims, damages, or losses arising from:

- Client's use or misuse of information
- Orders submitted by Client or its authorized agents
- Misrepresentation of authority
- Violation of law or professional standards
- Breach of this Agreement

This obligation continues after termination.

12. Incorporation of Summit's Terms & Conditions

Client acknowledges that all investigative services are subject to Summit's Terms & Conditions available at:

www.SLSIntel.com

Those Terms & Conditions are incorporated by reference and apply to all orders submitted during the term of this relationship.

13. Term, Updates, and Termination

This Agreement:

- Begins on the Effective Date
- Continues until terminated by either party
- May be updated by Summit with notice or through continued use of services
- Terminates immediately if Client misuses data, violates law, or breaches any confidentiality or compliance obligation

Upon termination, Client must stop submitting requests and comply with all data-handling rules.

14. Governing Law

This Agreement is governed by the laws of the State of Idaho.

Any dispute must be resolved in the state or federal courts located in Idaho.

15. Signatures

CLIENT / LAW FIRM

Name: _____

Title: _____

Signature: _____

Date: _____

SUMMIT LITIGATION SERVICES, LLC

Authorized Representative: _____

Title: _____

Signature: _____

Date: _____