



Ancestor Connect  
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ancestorconnect@outlook.com

## **Genealogical Researching and Reporting Agreement**

This Agreement (the “Agreement”) states the terms and conditions that govern the contractual agreement between Natalie Igunbor and Ancestor Connect (the “Genealogist”), and \_\_\_\_\_ (the “Client”) who agrees to be bound by this Agreement.

WHEREAS, the Genealogist offers research services in the field of genealogy and family history; and

WHEREAS, the Client desires to retain the services of the Genealogist for such services,

NOW, THEREFORE, In consideration of the mutual covenants and promises made by the parties hereto, the Genealogist and the Client (individually, each a “Party” and collectively, the “Parties”) covenant and agree as follows:

### **1. Services to be Rendered**

The Genealogist shall analyze information now in Client’s possession concerning ancestral lines. Genealogist shall research ancestral lines and compile a family story on the extent of the research, with documentary support of conclusions. The report shall be made available to Client in print and electronic form. [or other services as negotiated]

### **2. Conditions and Dates of Term**

This Agreement shall begin on \_\_\_\_\_ and conclude on or before six weeks from the begin date. If Genealogist needs an extension, she will notify Client in writing. Upon such notification, she shall be automatically entitled to an additional sixty days.

Client will provide Genealogist a summary of information known to him/her about matters covered in the scope of services, to include copies of previous research reports or summaries, copies of significant documents, and lists of sources or collections previously searched. This agreement shall become effective only after receipt of such information, and upon receipt of the retainer fee described in Section 3.

Either Party may terminate this Agreement for any reason with 14 days written notice to the other Party.

### 3. Compensation and Expense Reimbursement

Client shall pay the Genealogist at the rate of \$50 per hour for Genealogist's time and authorizes up to \_\_\_\_\_ hours of work, for a total of \$\_\_\_\_\_. Additional expenses (such as ordering birth certificates) will be covered by Client in addition to the hourly rate. Before incurring such expenses, Genealogist will notify Client by phone or e-mail and seek approval. The Genealogist shall keep a record of time spent researching and make it available to Client upon request.

1. Work will begin on Client's project when a signed Agreement, Client's known information (as described in Section 2) and a downpayment of \$ (200)\_\_\_\_\_ have been received by Genealogist.
2. A final invoice will be sent with the completed project results. Final payment is due within 2 weeks of project being sent to Client.
3. Any additional research or extension of project scope will be agreed to in writing, via email.
4. If the scope of work is completed before the maximum hours are used, Client will only pay for hours used.

### 4. Work Product Rights

Client may use results and make copies for personal and family use. To formally publish any portion of the work product, Client shall seek Genealogist's consent in advance and give credit to Genealogist. Genealogist shall respond to any consent inquiries within 30 days.

Genealogist reserves the right to share her work product, withholding any confidential information, as listed in section 5.

### 5. Confidentiality

Client understands and agrees that Genealogist shall hold confidential his name, address, telephone number. Genealogist shall also hold confidential material furnished by client which contains information that is not a matter of public record or which cannot be rightfully obtained from another nonconfidential source. Genealogist shall also hold confidential any information relating to persons currently living and matters the Client deems sensitive in nature.

### 6. Disclaimers

Client understands and agrees that Genealogist can make no guarantees regarding what information, if any, may be found or what conclusions may be drawn from it. Client further understands and agrees that Genealogist cannot predict in advance the time needed to find information or prove facts or relationships, and that the risk of nondiscovery, or of discoveries contrary to those desired, is on Client, not Genealogist.

## 7. No Modification Unless in Writing

No modification of this Agreement shall be valid unless in writing and agreed upon by both Parties.

## 8. Applicable Law

This Consulting Agreement and the interpretation of its terms shall be governed by and construed in accordance with the laws of the State of Texas and subject to the exclusive jurisdiction of the federal and state courts located in Tarrant County, Texas.

IN WITNESS WHEREOF, each of the Parties has executed this Agreement, both Parties by its duly authorized officer, as of the day and year set forth below.

**Company Signature** \_\_\_\_\_

\_\_\_\_\_  
[Full name]

\_\_\_\_\_  
[Email]

\_\_\_\_\_  
[Phone]

\_\_\_\_\_  
[Address]

\_\_\_\_\_  
[Date signed]

**Client Signature** \_\_\_\_\_

\_\_\_\_\_  
[Full name]

\_\_\_\_\_  
[Email]

\_\_\_\_\_  
[Phone]

\_\_\_\_\_  
[Address]

\_\_\_\_\_  
[Date signed]