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# **Consultation Agreement**

Dear Prospective Client(s),

This Consultation Agreement sets forth the terms and conditions of the consultation meeting between **Nandi Ayodele Olivia Deterville** of **Deterville Law Office** (the "Lawyer") and you, the prospective client(s) (the "Client").

### 1. Purpose:

The purpose of the consultation is for the Lawyer to:

- (a) learn about the Client and the Client's needs based on the information the Client provides;
- (b) answer the Client's questions to the best of the Lawyer's ability;
- (c) identify the Client's options and to the extent possible, analyse the costs and benefits of those alternatives;
- (d) help determine the Client's course of action, if any;
- (e) discuss the Lawyer's fees and terms of representation if a lawyer-client relationship is to be established after the meeting; and
- (f) determine the next steps in the process, as appropriate.

#### 2. Confidentiality:

All information and documents that the Client provides to the Lawyer at the consultation is protected by the Lawyer's duty of confidentiality and the protection of lawyer-client privilege and shall remain strictly confidential, whether or not the Client decides to retain the Lawyer to provide legal services.

## 3. Limited Scope:

No lawyer-client relationship is intended to be established by the consultation. The consultation is a limited scope service provided by the Lawyer to help the Client determine whether the Client may want to retain the Lawyer to provide services. At the conclusion of the consultation, there is no obligation for the Client to retain the Lawyer, nor does the Lawyer have an obligation to provide further services to the Client, unless mutually agreed.

## 4. Retainer Agreement Required:

Following the consultation, if the Client agrees to retain the Lawyer, and if the Lawyer agrees to provide services to the Client, then the Lawyer will prepare a separate, more detailed Retainer



Agreement to be executed by both parties. The new Retainer Agreement will supersede this Consultation Agreement and will set forth the terms and conditions of the Lawyer's representation of the Client, including the Lawyer's fees and the specific services to be performed by the Lawyer.

#### 5. Cost of Consultation:

The Client is obliged to pay a fee of **CAD \$250.00** (plus HST for clients residing in Canada (totaling \$282.50)) that will represent professional fees in relation to the matters mentioned above for up to one hour. Alternatively, the Client is obliged to pay a fee of **CAD \$150.00** (plus HST for clients residing in Canada (totaling \$169.50) that will represent professional fees in relation to the matters mentioned above for up to 30 minutes. If the consultation is longer than the agreed period then the fee is \$240.00 per hour (plus HST as required), charged in fifteenminute increments. This fee is payable by credit card or electronic funds transfer (available for transactions from Canadian financial institutions only).

Following the Lawyer's receipt of the completed Verification of Identity Form, agreement of the terms of this Consultation Agreement, and Client's Identity documents, payment of the fee the Lawyer will forward to the Client the confirmation of the consultation. If a lawyer-client relationship is established within 14 days of the consultation, the consultation fees will be deducted from the retainer fees.

## 6. Follow Up Questions Post Consultation:

The Lawyer will respond to <u>reasonable</u> questions for a period up to 3 calendar days after the consultation, addressed via email. Any questions asked after the 3 days will be the subject of a new consultation agreement and fee.

#### 7. Acknowledgment:

The Client agrees to the terms and conditions set forth above concerning the consultation meeting. The Client understands that this meeting is limited in scope and will not establish a lawyer-client relationship with the Lawyer.