

# THE MEYRING LAW FIRM

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## RETAINER AGREEMENT

### I. INTRODUCTION

**Client Name**, hereinafter referred to as the “clients”, hereby retain the Meyring Law Firm, Robert S. Meyring, P.C., hereinafter referred to as the “attorneys” or the “Firm”, for the purpose of **Advice, assistance with Trust/Estate Planning documents to include (a) Initial In Person/Phone Consultation**, herein sometimes referred to as the “case”, on the terms below.

### II. SCOPE OF AGREEMENT

This Agreement shall cover services in connection with: **services listed above, and fees stated below**. After that point, it shall not be necessary for the attorneys to perform any further services for the client in the absence of a new retainer agreement, but if such services are performed, with the client's express or implied consent, the terms of this Agreement shall continue in effect. This agreement does not cover representation of client in any court of appeals or in bankruptcy court. If client wishes to pursue collections in either instance, a separate hourly fee agreement must be agreed upon by the parties.

The Firm will handle the assertion of client's issue or claim against the appropriate persons or entities. Legal services, to the extent applicable or necessary, will include fact investigation, legal research, correspondence, making demand for compensation, settlement negotiations, discovery, and post-judgment collections. Client acknowledges that the Firm's attorneys are licensed to practice law in the State of Georgia only, and may not be able to pursue entities outside the State of Georgia.

For these services, attorneys will be compensated on a fee basis in accordance with the following schedule: **All Attorney work is hourly at \$400/hour or under Document Preparation Fees (Doc Prep Fee) and include all time on phone or email with attorney for revisions/edits, discussions, and questions. Attorney hourly and document preparation fees include:**

(a) Initial In Person Consultation (1.0 hrs) regarding _____ 1 hour total, hourly	\$400 (est)
<b>TOTAL</b>	<b>\$400 (est)</b>

Should there be extra attorneys' time necessary to complete the work, then the attorneys will be additionally compensated at an hourly rate of \$400.<sup>00</sup> per hour.

**III. CLIENT TO PAY COST DEPOSIT/RETAINER CHECK**

The client agrees to deliver to attorneys a costs/retainer deposit check in the sum of **\$400** which shall be held in attorneys' trust account and which attorney will bill against legal services, counsel, litigation and related expenses. The Firm's representation of client does not commence until the cost deposit/retainer check is received and deposited in the Firm's trust account. Client understands that attorneys may request client to replenish the retainer monies in the trust account from time to time. All major credit cards are accepted and charged with a 3.5% fee.

**IV. CLIENT RESPONSIBLE TO PAY ALL CASE AND/OR LITIGATION EXPENSES**

The client shall pay all expenses incurred and invoiced in pursuit of the case, including charges for deposition transcripts, witness fees, service of process, filing fees, telephone calls, and all other expenses and out-of-pocket disbursements regardless of the outcome of the case. The client may be billed monthly for these expenses according to the billing policies and procedures of the Firm, in which case the client agrees to make regular monthly payments against these bills upon receipt thereof. In the event the Firm funds the litigation expenses, client expressly agrees that all expenses of litigation shall be deducted from the client share of the total recovery, and not from the total sum recovered.

**V. MISCELLANEOUS PROVISIONS**

Client agrees to cooperate with attorneys to provide all information and documents available related to client's claims and to be reasonably available for consultation, to appear for a deposition, or to respond to other proper litigation requests made by opposing counsel.

Client has the right to terminate the Firm's services upon written notice to that effect. The Firm shall have at all times the right to terminate its services upon written notice to that effect. In dual representations of spouses or couples, in that case the Firm shall have the "no secrets policy" meaning that all information is equally shared between both clients.

Client understands that this Firm may associate additional counsel to help in the preparation or trial of a case, but that such associate counsel will not involve any additional expense to client other than those outlined above.

Client understands that, once signed, this document becomes a binding contract.

Client further comprehends the terms as expressed herein.

Read, approved and agreed to this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**Client:** \_\_\_\_\_ (Sign)  
**Client Name**

**Meyring Law Firm, Robert S. Meyring, P.C.**

By: /s/ Robert S. Meyring (Sign)      **Date:**  
**Robert S. Meyring, for the Firm**