

# FORENSIC ACCOUNTING RETAINER AGREEMENT

This Forensic Accounting Retainer Agreement (the "Agreement") is entered into and made effective as of \_\_\_\_\_, by and between:

## Forensic Accountant:

Name/Firm: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

## Client:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

## 1. Scope of Services

---

The Forensic Accountant agrees to provide professional forensic accounting services to the Client, which may include, but are not limited to, investigation, analysis, valuation, litigation support, and expert testimony regarding the following matter(s):

## 2. Retainer and Fees

---

As consideration for the services to be performed, the Client agrees to pay a non-refundable retainer fee in the amount of \$\_\_\_\_\_ upon execution of this Agreement. This retainer will be applied against future billings for services rendered and expenses incurred.

The Forensic Accountant will bill for services at the following hourly rates:

- Lead Forensic Accountant: \$\_\_\_\_\_ per hour
- Associate/Staff Accountant: \$\_\_\_\_\_ per hour
- Administrative Support: \$\_\_\_\_\_ per hour

## 3. Billing and Expenses

---

Invoices will be rendered monthly and are due upon receipt. In addition to professional hourly fees, the Client agrees to reimburse the Forensic Accountant for all reasonable out-of-pocket expenses incurred, including travel, data storage, and external database fees.

## 4. Client Cooperation

---

The Client agrees to provide the Forensic Accountant with timely access to all relevant financial records, documents, systems, and personnel necessary to perform the services. The Forensic Accountant is not responsible for delays caused by the Client's failure to provide requested information.

## 5. Confidentiality

---

The Forensic Accountant agrees to maintain the confidentiality of all proprietary, financial, and personal information obtained during the course of this engagement, and shall not disclose such information to third parties except as required by law, subpoena, or authorized by the Client.

**6. Termination**

---

Either party may terminate this Agreement at any time upon \_\_\_\_\_ days written notice. Upon termination, the Client shall pay the Forensic Accountant for all services rendered and expenses incurred up to the date of termination.

**7. Governing Law**

---

This Agreement shall be governed by and construed in accordance with the laws of the State of \_\_\_\_\_.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

**Forensic Accountant:**

**Client:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date