

FORENSIC ACCOUNTING RETAINER AGREEMENT

This Retainer Agreement (the "Agreement") is entered into and made effective as of this _____ day of _____, 20____, by and between:

Forensic Accounting Firm:

Name/Firm: _____

Address: _____

Email/Phone: _____ (hereinafter referred to as the "Consultant"), and

Client:

Name: _____

Address: _____

Email/Phone: _____ (hereinafter referred to as the "Client").

WHEREAS, Client desires to retain Consultant to perform professional forensic accounting, investigative, and/or litigation support services, and Consultant agrees to perform such services under the terms and conditions set forth herein.

1. SCOPE OF SERVICES

Consultant is retained to provide forensic accounting services including, but not limited to:

- a. _____
- b. _____
- c. Analysis of financial records, tracing of assets, reconstruction of financial transactions, and preparation of expert reports as requested.
- d. Participation in depositions, hearings, trials, or other legal proceedings as an expert witness, if required.

2. RETAINER AND FEES

As consideration for the services to be performed, Client agrees to the following financial terms:

- a. **Initial Retainer:** Client shall pay to Consultant a non-refundable retainer of \$_____ upon execution of this Agreement. This retainer shall be applied against final billings or held in trust until the completion of services, at the option of the Consultant.
- b. **Hourly Rates:** Services will be billed at the following hourly rates:
 - Lead Forensic Accountant: \$_____ per hour
 - Associate / Analyst: \$_____ per hour
 - Administrative / Support: \$_____ per hour
- c. **Out-of-Pocket Expenses:** Client shall reimburse Consultant for all reasonable and documented out-of-pocket expenses incurred in connection with the performance of services, including travel, lodging, database access fees, and administrative reproduction costs.

3. BILLINGS AND PAYMENT

Consultant will submit invoices to Client on a _____ basis. Invoices are due and payable within _____

days of the invoice date. Outstanding balances past due shall accrue interest at a rate of _____% per month.

4. CLIENT RESPONSIBILITIES AND COOPERATION

Client agrees to provide Consultant with timely access to all relevant financial books, records, tax returns, banking statements, correspondence, and other documentation necessary for the execution of the services. Consultant shall not be responsible for delays, inaccuracies, or omissions resulting from the Client's failure to provide accurate or timely information.

5. CONFIDENTIALITY

Consultant agrees to hold all non-public information received from Client in strict confidence and shall not disclose such information to any third party without the prior written consent of the Client, except as required by law, subpoena, or professional standards.

6. TERM AND TERMINATION

This Agreement will terminate upon completion of the scope of services, or may be terminated by either party upon _____ days written notice to the other party. Upon termination, Client shall pay Consultant for all services rendered and expenses incurred up to the date of termination.

7. DISPUTE RESOLUTION AND GOVERNING LAW

This Agreement shall be governed by, and construed in accordance with, the laws of the State of _____. Any dispute arising under or in connection with this Agreement shall be resolved through binding arbitration in the county of _____.

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

CONSULTANT:

CLIENT:

Signature

Signature

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____