

REPRESENTATION AGREEMENT

Dated this _____ day of _____, 20____

CLIENT:

Name:

Address:

Phone:

E-mail: _____

1. **Introduction.** This Agreement sets out the attorney-client relationship between _____ (Attorney) and _____ (Client). The purpose of this agreement is to protect the Client and the attorney by clearly explaining the rights and duties of all parties to this attorney-client relationship.

2. **Matter.** This agreement pertains to the following legal problems for which Client seeks assistance: _____

Client and Attorney agree that Attorney will provide the following legal services on behalf of Client: _____

The legal services will be performed by a licensed attorney employed by Attorney or by a legal assistant employed by Attorney. It is within the sole discretion of Attorney as to which attorney or legal assistant will be assigned to assist Client.

3. **Case Outcome.** Client understands that Attorney makes no warranties or representations as to the successful conclusion of Client’s case or the favorable outcome of any legal action that may be filed.

4. **Fees and Costs.** Attorney does not and cannot require clients to pay attorney fees for services provided by Attorney. Client may be required to pay litigation costs required by a Court or another entity, such as a filing fee and fee for service of process. If additional costs are required for Client’s case, Attorney shall notify Client of the need for the same. Client agrees to pay such reasonable additional costs as are needed in Attorney’s professional opinion. Any amounts collected from Client, but not actually spent or obligated Client’s behalf, shall be returned to client by mail at the conclusion of representation.

5. **Obligations.** Attorney agrees to keep Client informed of developments in Client’s case as they occur. Client agrees to keep Attorney informed of developments relating to Client’s case as they occur. Client further agrees to notify Attorney promptly of any changes in address and/or telephone number.

6. **Eligibility.** As eligibility for services from Attorney is dependent on income and assets, Client agrees to notify Attorney promptly of changes in Client’s household income and/or assets. Upon

request by Attorney, Client agrees to provide Attorney with verification of any financial information needed to determine Client's eligibility for services. Client understands that in the event Client becomes financially or otherwise ineligible for legal services, Attorney is required to withdraw from representation. Attorney will periodically review Client's eligibility for services in accordance with Attorney policies and procedures and will advise Client if Attorney is not able to continue to provide Client with legal assistance.

7. **Limited Representation.** There is a great demand for Attorney services. Attorney may be able to provide only a portion of the help Client desires. If Attorney is providing only a portion of the help Client desires, Attorney and Client will execute a "Notice to Consent to Limited Representation" in accordance with Rule 1.2, Wyoming Rules of Professional Conduct. The "Notice and Consent to Limited Representation" will be made part of this Retainer Agreement and will be incorporated herein by this reference.

8. **Confidentiality.** Attorney will maintain Client's records in a confidential manner. Client understands that under state and federal law a representative of the auditing accounting firm, Legal Services Corporation, or other grant award issuing agency may be allowed access to the Client's file in a confidential manner. By Client's signature, Client hereby gives consent for that limited disclosure of Client's records.

9. **Grievances.** Attorney agrees to provide Client with a copy of Attorney's client-applicant grievance procedure upon request.

10. **Appeals.** Attorney does not agree to handle any appeal of any judge's decisions in this case to any court. Any appeal of any judge's decision in this case is a separate case, and requires a separate representation agreement.

11. **Timing of Case.** Attorney makes no representations as to the time by which this legal matter can be resolved. Client understands that resolution of this matter involves other parties and that those parties' actions will affect the length of time involved in resolving this matter. Client also understands that Attorney represents other client and that Attorney's obligation to these other clients will affect Attorney's scheduling matters related to this case. Client also understands that professional courtesy requires Attorney to agree to reasonable requests for extensions of time by opposing counsel. Finally, client understands that any scheduled event, including the date of any trial or hearing, may be postponed at the discretion of Attorney.

12. **Merger Clause.** This representation agreement constitutes the entire agreement between the parties and supersedes all prior or contemporaneous understandings or agreements, whether written or oral. No amendment to or modification of this retainer agreement will be binding unless in writing, properly dated, and signed by both parties. If, for any reason, a court of competent jurisdiction finds any provision of this retainer agreement unenforceable, the remainder of this agreement shall continue in full force and effect.

Dated this _____ day of _____, 20_____.

_____, Client _____, Attorney