

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Re: Valuation Services for Divorce Proceedings - [Case Name/Reference Number]

Dear [Client Name],

This letter confirms that [Firm Name] has been retained to provide business valuation services in connection with the divorce proceedings of [Party A] and [Party B].

1. Scope of Services

We will perform a valuation of [Name of Business/Asset] as of [Valuation Date]. The purpose of this valuation is to determine the [Fair Market Value / Equitable Distribution Value] for use in marital dissolution negotiations or court proceedings.

2. Standard of Value

The valuation will be conducted in accordance with the [Standard of Value, e.g., Fair Market Value] as defined by [State Law/Jurisdiction]. We will perform our analysis in accordance with the professional standards of the [AICPA / ASA / NACVA].

3. Client Responsibilities

You agree to provide all necessary financial records, tax returns, and legal documents required for this analysis. We will rely on the information provided without independent verification unless otherwise agreed upon in writing.

4. Deliverables

Upon completion of our analysis, we will provide a [Written Valuation Report / Summary Report]. We are also available to provide expert witness testimony or attend depositions if required, subject to additional fees.

5. Fees and Expenses

Our professional fee for this engagement is estimated at \$[Amount]. A retainer of \$[Amount] is required prior to commencement. Additional services, such as testimony or updates to the report, will be billed at an hourly rate of \$[Rate].

6. Confidentiality

All information received during this engagement will be kept confidential and will not be disclosed to third parties except as required by law or as necessary for the legal proceedings.

7. Limitation of Liability

Our liability for any claim related to this engagement is limited to the total fees paid to [Firm Name] for these services.

Please sign and return a copy of this letter to indicate your acceptance of these terms.

Sincerely,

[Your Name/Signature]

[Your Title]

[Firm Name]

Agreed and Accepted:

[Client Name]

Date: _____