

[Date]

[Client Name]

[Law Firm Name]

[Address]

[City, State, Zip]

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

Dear [Attorney Name],

This letter confirms that [Valuation Firm Name] ("the Firm") has been retained by [Law Firm Name] ("Counsel") on behalf of [Client Name] to provide litigation support and valuation services in connection with the above-referenced matter.

1. Scope of Services

The Firm will perform a valuation of [Subject Asset/Company Name] as of [Valuation Date]. Our services may include:

- Analysis of financial records and relevant data;
- Preparation of a formal valuation report;
- Assistance with discovery and document requests;
- Rebuttal analysis of opposing expert reports;
- Deposition and trial testimony as required.

2. Professional Standards

This engagement will be conducted in accordance with the [e.g., AICPA Statement on Standards for Valuation Services / USPAP]. The valuation will represent our independent and unbiased professional opinion.

3. Client Responsibilities

Counsel and the Client agree to provide all financial information, legal documents, and management access necessary to complete the assignment. The Firm will rely on this information without independent verification unless otherwise agreed.

4. Fees and Billing

Our fees are based on the standard hourly rates of the professionals assigned:

- Partner/Principal: \$[Amount]/hour
- Manager: \$[Amount]/hour
- Staff Analyst: \$[Amount]/hour

An initial retainer of \$[Amount] is required before work commences. Invoices will be issued monthly and are due upon receipt. Fees are not contingent upon the outcome of the litigation.

5. Confidentiality and Work Product

All work product created during this engagement is intended for use in the legal matter described above. We will maintain the confidentiality of all non-public information provided to us, subject to legal requirements or court orders.

6. Termination

Either party may terminate this agreement at any time upon written notice. In the event of termination, the Client shall pay for all services rendered and expenses incurred up to the date of termination.

Please acknowledge your agreement to these terms by signing below.

Sincerely,

[Your Name]

[Title]

[Valuation Firm Name]

Agreed and Accepted:

[Name of Attorney/Authorized Representative]

Date: _____