

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Re: Engagement for Business Valuation Services regarding [Company Name]

Dear [Client Name],

This letter confirms that [Firm Name] ("we" or "us") has been engaged to provide a business valuation of [Company Name] (the "Company") in connection with the shareholder dispute between [Party A] and [Party B].

1. Scope of Services

We will perform a valuation to determine the [Fair Market Value / Fair Value] of a [Percentage]% equity interest in the Company as of [Valuation Date]. The purpose of this valuation is for use in legal proceedings related to the aforementioned dispute.

2. Standard of Value and Deliverable

The valuation will be conducted in accordance with the Statement on Standards for Valuation Services (SSVS). We will provide a formal written [Detailed/Summary] Valuation Report outlining our findings, methodology, and conclusions.

3. Client Responsibilities

You agree to provide all necessary financial records, tax returns, legal documents, and management representations required to complete the analysis. We will rely on this information without independent verification unless otherwise specified.

4. Fees and Payment

Our professional fee for this engagement is estimated to be \$[Amount]. A retainer of \$[Amount] is required prior to commencement. Invoices are payable upon receipt. Any additional services, such as expert testimony or depositions, will be billed at an hourly rate of \$[Rate].

5. Confidentiality and Use

This report is intended solely for the use of the parties involved in this dispute and their legal counsel. It may not be distributed to third parties without our express written consent, except as required by court order.

6. Limitation of Liability

Our liability for any claims related to this engagement is limited to the total amount of fees paid to us under this agreement.

Please indicate your acceptance of these terms by signing below.

Sincerely,

[Signature]
[Name and Title]
[Firm Name]

Accepted and Agreed:

By: _____

Name: [Client Name]

Date: _____