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LAW FIRM

SAFIYA M. BEKMEZ, Esq.
Founder, Attorney at Law

HUDA KHWAJA, Esq.
Associate Attorney

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Of-Counsel Attorney

RETAINER AGREEMENT

This Agreement acknowledges the employment of **SB LAW FIRM, LLC** and **Safiya M. Bekmez, Esq.** (hereinafter "Attorney") by _____ (hereinafter "Client") and the fee arrangement by which Attorney will represent Client in the following matter, as outlined below:

- LEGAL FEES AND PAYMENT METHOD:** Legal fees for representation of Client in this proceeding are based upon the **Flat Fee of \$ _____, which is due and payable at Closing** and will be in the Client's closing costs. If the transaction is cancelled due to no fault of the Client, the Client will be responsible for merely a cancellation fee of \$ _____ for work done up until that point.
- SCOPE OF WORK:** Client hired the Attorney to provide legal services in connection with following:
Real Estate Purchase / Sale
- CLIENT'S DUTIES:** Client agrees to be truthful to the Attorney and to fully cooperate with the Attorney, to keep the Attorney informed of all relevant information and developments, to abide by this Agreement, to remit payment in accordance with this Agreement, and to provide information as needed. Client also agrees to keep the legal fee arrangement in this Agreement confidential.
- ATTORNEY'S DUTIES:** Attorney shall act in accordance with the Rules of Professional Conduct and Ethics. Attorney promises to keep all information obtained during the course of the representation as confidential and privileged except for Attorney's Staff.
- COSTS AND EXPENSES:** In addition to legal fees, Client is responsible for payment of costs incurred and disbursements made on Client's behalf including, but not limited to, photocopying costs, long distance telephone charges, postage, and fees and expenses for any experts hired on the Client's behalf. Client specifically understands that Attorney will not advance any expert fees and expenses. Charges not paid by the last business day of the billing month are considered delinquent and will bear a late fee of ten percent (10%). In the event Attorney must take legal action to collect Client's account, Client expressly agrees to pay all collection costs, including reasonable Attorney fees.
- LIMITATION OF SERVICES:** Client hereby acknowledges that the legal services being provided is outlined in Paragraph 2 above and does not include any court proceedings or any other legal actions of any kind. Attorney's representation does not go beyond those specific duties outlined in Paragraph 2 above and representation will conclude once those duties have been completed and payment has been received.
- WITHDRAWAL OF ATTORNEY:** Client understands and expressly agrees that Attorney may withdraw from representation of Client at any time if Client fails to honor the fee arrangement therein set forth including, but not limited to, payment of fees and expenses on a timely basis; fails to cooperate in the preparation of the case; fails to make a full and complete disclosure of the facts and circumstances

relating to the case; or otherwise takes any action which impedes the ability of Attorney to provide adequate and ethical representation.

8. DISCLAIMER: Nothing in this agreement and nothing in the Attorney’s statements to Client should be construed as a promise or guarantee about the outcome of work to be performed for Client. Attorney makes no such promises or guarantees. Client recognizes that Attorney can only use Attorney’s best efforts and diligence and that Attorney does not guarantee the results of any representation or the time and/or resources that it will take to complete any project.

9. Clients can opt-in to receive text messages from SB LAW FIRM LLC by completing paper forms during intake at our office. By opting in, consumers agree to receive: Conversational messages, Status updates, Appointment reminders, Message frequency may vary, averaging 1-2 messages per month or weekly or sometimes daily. Message and data rates may apply. For assistance, consumers can text HELP or INFO. To stop receiving messages, they can text STOP or UNSUBSCRIBE.

Client OPTS IN or OPTS OUT of receiving text messages from SB LAW FIRM for the duration of their file.

For more information, please visit our Privacy Policy at <https://sbreallaw.com/privacy-policy/> and Terms & Conditions at <https://sbreallaw.com/privacy-policy/term-and-conditions/>.

THIS RETAINER AGREEMENT CONSTITUTES A LEGALLY BINDING CONTRACT BETWEEN ATTORNEY AND CLIENT. ATTORNEY ADVISES THE CLIENT TO READ THE RETAINER AGREEMENT CAREFULLY AND TO DISCUSS ANY QUESTIONS OR CONCERNS REGARDING THE TERMS OF THE RETAINER AGREEMENT.

I hereby acknowledge that I have read this Retainer Agreement and have discussed any questions or concerns I have regarding this Retainer Agreement and have received a copy of the same. I agree to retain Attorney in accordance with the terms and conditions of this Retainer Agreement.

Dated: _____

By: _____
Client

In consideration of the foregoing, I hereby agree to provide representation in the above matter.

Dated: _____

SB LAW FIRM LLC

By: /s/ Safiya M Bekmez
Safiya M. Bekmez, Esq., Attorney at Law