

FARLOW & ASSOCIATES LLC

ONLINE SERVICES DIVISION

FEE AGREEMENT

Dissolution and Uncontested Divorce

Please read, download, and sign this fee agreement; provide the credit card information as indicated on the second page. We are required to have your personal signature on file, so either fax or send the signed fee agreement electronically. Our fax is 614-923-1031; our e-mail is general@farlowlaw.com.

I. **SCOPE OF SERVICES:** This letter will confirm your request that Farlow & Associates will represent you with respect to drafting documents for the possible termination of your marital relationship to your spouse, _____ (insert spouse's first, middle, and last name).

II. **FEE:** With all new matters, we require advance payment via credit card for services to be rendered. The advance payment for dissolution or uncontested divorce documents is \$350.00. If you want a Shared Parenting Plan and Shared Parenting Decree, or a Qualified Domestic Relations Order, there will be a separate charge of \$350 for these documents. In the event that you wish to retain us to represent you for other services *not* described in Paragraph I above, we will enter into a second fee agreement that details those other services.

III. **WHAT THE FEE COVERS:** The advance payment covers only the following: a) our review of the data you provide in response to our list of questions, b) preparation by our attorneys of the initial draft of your divorce or dissolution documents, except for a Shared Parenting Plan, a Shared Parenting Decree, or any Qualified Domestic Relations Order required to divide retirement assets, c) our review of any comments or corrections for the initial draft, d) final revision of the documents, and e) transmission of those documents to you via e-mail, or by snail mail if you prefer.

IV. **WHAT THE FEE DOES NOT COVER:** The advance payment does not cover a) a filing or processing fee required by your county court, b) the costs of recording any deeds or titles required by your paperwork, c) any representation beyond the preparation of documents; of course, this means that we will not attend any court hearings with you unless we enter into a second agreement providing for such representation.

V. **OUR COMMITMENT TO YOU:** If for any reason a court rejects the paperwork we prepare for you, please let us know immediately. We will contact the court officer who rejected the paperwork, and fix any problem at no further cost to you.

VI. WHAT YOU MUST DO: a) You agree to provide to us a photocopy of your Ohio Driver's License, or your Ohio State Identification card if you do not have a driver's license. b) You agree to review and answer the list of questions that we have prepared, as well as any follow-up questions that we may need to ask you. c) You agree to work directly with your spouse to finalize the paperwork, and assume responsibility for filing it with the clerk of courts in your county.

We appreciate the opportunity to be of service to you.

Sincerely,

FARLOW & ASSOCIATES LLC

Beverly J. Farlow, Esquire

UNDERSTOOD AND AGREED:

Sign your legal name

Print your legal name

Date

.....

My signature here constitutes authorization of a charge
in the amount of \$350.00 on the following credit card.

Card Number

Name exactly as it appears on credit card

Expiration Date

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