

[Company Letterhead / Law Firm Name]

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Re: Legal Classification Opinion - Temporary Document Reviewer Services

Dear [Name of Contact],

This letter provides our legal opinion regarding the classification of Temporary Document Reviewers engaged for [Project Name/Case Name]. Based on the Fair Labor Standards Act (FLSA) and relevant state labor laws, we have evaluated whether these individuals should be classified as Exempt Employees, Non-Exempt Employees, or Independent Contractors.

1. Scope of Work

The individuals in question are tasked with reviewing electronic documents for relevance, privilege, and issue coding under the supervision of [Senior Attorney/Project Manager].

2. FLSA Classification Analysis

Under the FLSA "Professional Exemption," an employee must be compensated on a salary basis and perform work requiring advanced knowledge in a field of science or learning. While document reviewers are typically licensed attorneys, recent judicial trends suggest that if the work is mechanical and does not require legal judgment, they may be classified as non-exempt.

3. Conclusion and Recommendation

It is our opinion that for the duration of this specific project, the Temporary Document Reviewers should be classified as: **[Select: Non-Exempt Employees / Exempt Professional Employees / Independent Contractors]**.

This classification is based on the following factors:

- Level of managerial control exercised by [Company Name].
- The requirement for reviewers to use specific proprietary software.
- The duration and location of the assignment.

4. Compliance Requirements

To maintain this classification, [Company Name] must ensure that [mention specific requirement, e.g., accurate time-tracking for overtime or valid 1099 documentation].

Please note that this opinion is limited to the facts presented and the current legal landscape as of the date of this letter.

Sincerely,

[Signature]

[Name of Attorney/Partner]

[Firm Name]