[Law Firm Name]
[Address]
[City, State, Zip Code]
[Phone Number]

[Date]

[Client Name]
[Client Address]
[City, State, Zip Code]

RE: Engagement for Chapter 13 Bankruptcy Representation

Dear [Client Name],

This letter confirms that [Law Firm Name] has been retained to represent you in connection with a Chapter 13 bankruptcy filing. This agreement outlines the scope of our services and the financial obligations involved.

1. Scope of Services
Our firm will provide the following services:

- Review of financial documents and eligibility analysis.
- Preparation and filing of the Bankruptcy Petition, Schedules, and Statement of Financial Affairs.
- Development and filing of the Chapter 13 Reorganization Plan.
- Representation at the 341 Meeting of Creditors.
- Representation at the Confirmation Hearing.

2. Fees and Costs
The total attorney fee for this case is $[Amount].

- **Retainer Paid:** $[Amount]
- **Balance to be paid through the Chapter 13 Plan:** $[Amount]
- **Court Filing Fee:** $[Amount] (due prior to filing).

3. Client Responsibilities
You agree to provide accurate financial information, attend all required hearings, and complete the mandatory credit counseling and debtor education courses. Failure to provide truthful information may result in the dismissal of your case without a discharge.

4. Termination of Services
Either party may terminate this agreement at any time, subject to court approval if the case has already been filed. If representation is terminated, you remain responsible for fees earned up to the date of termination.

5. Disclosure
We are a debt relief agency. We help people file for bankruptcy relief under the Bankruptcy Code.

Please sign below to acknowledge your acceptance of these terms.

Sincerely,

[Attorney Name]
[Law Firm Name]

Client Acceptance:

_____
[Client Name] Date

_____
[Co-Debtor Name] Date