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

Date: [Current Date]

Client Name: [Client Name]
Address: [Client Address]

RE: ENGAGEMENT FOR EMERGENCY CHAPTER [7/13] BANKRUPTCY FILING

Dear [Client Name],

This letter confirms that you have retained [Law Firm Name] to prepare and file an Emergency "Skeleton" Bankruptcy Petition. Due to the urgent nature of this filing, the following terms apply:

1. Scope of Emergency Services:
The firm will file the initial minimum documents required to trigger the Automatic Stay, which includes:

- The Voluntary Petition;
- The Statement of Social Security Number;
- The Creditor Matrix (List of all creditors);
- Certificate of Credit Counseling (or motion for waiver/extension).

2. Client Obligations (The 14-Day Rule):
You understand that an emergency filing only begins the process. You are legally required to file all remaining schedules, statements, and financial documents within **14 days** of today. Failure to provide this information to our office immediately will result in the dismissal of your case without a refund.

3. Legal Fees and Costs:
- **Emergency Filing Fee:** $[Amount]
- **Court Filing Fee:** $[Amount]
- **Total Paid Today:** $[Total Amount]

4. Automatic Stay Notice:
The Automatic Stay takes effect once the petition is filed. It is your responsibility to provide the Bankruptcy Case Number to any creditor currently attempting foreclosure, repossession, or garnishment.

5. Accuracy of Information:
You certify that the list of creditors provided for this emergency filing is complete and accurate. The firm is not responsible for creditors omitted from the emergency matrix.

6. Termination:
If the remaining schedules are not completed or if the balance of the legal fees is not paid as agreed, the firm reserves the right to withdraw as counsel.

Please sign below to acknowledge you have read and agreed to these emergency terms.

_____
Client Signature

_____
Attorney Signature