

**[Date]**

**[Client Name]**

[Client Address]

[City, State, Zip Code]

**RE: Engagement for Legal Services - Wrongful Termination Claim**

Dear [Client Name],

This letter sets forth the terms and conditions under which **[Law Firm Name]** ("the Firm") will represent you in connection with your wrongful termination claim against **[Former Employer Name]**.

**1. Scope of Representation**

The Firm will provide legal counsel to investigate, negotiate, and, if necessary, litigate claims related to your termination on **[Termination Date]**. This includes claims for [e.g., breach of contract, discrimination, or retaliation]. This agreement does not cover appeals or unrelated legal matters.

**2. Fees and Billing**

[Option A: Contingency Fee] The Firm will receive [Percentage]% of any gross recovery obtained via settlement or judgment. If no recovery is made, you will not owe attorney fees.  
[Option B: Hourly Fee] You will be billed at a rate of \$[Amount] per hour for attorney time and \$[Amount] per hour for paralegal time.

**3. Costs and Expenses**

You are responsible for out-of-pocket costs such as court filing fees, expert witness fees, and deposition transcripts. These costs will be [deducted from the settlement / billed monthly].

**4. Client Responsibilities**

You agree to provide all relevant documents (emails, handbooks, termination notices), be truthful, and maintain regular communication with the Firm.

**5. Termination of Services**

You may terminate this representation at any time. The Firm may withdraw from representation as permitted by professional conduct rules, including for non-payment or lack of cooperation.

**6. No Guarantee of Result**

You acknowledge that the Firm has made no guarantees regarding the successful outcome of this claim.

Please sign and return this letter to indicate your acceptance of these terms.

Sincerely,

[Attorney Signature]  
[Attorney Printed Name]  
[Law Firm Name]

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**Client Acceptance:**

I have read, understood, and agree to the terms set forth above.

\_\_\_\_\_  
[Client Signature]

\_\_\_\_\_  
[Date]