

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

[Date]

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

RE: Limited Scope Representation Agreement - Legal Research Services

Dear [Client Name],

This letter sets forth the terms and conditions under which [Law Firm Name] ("Attorney") will provide legal research services to [Client Name] ("Client").

1. Scope of Representation

The Attorney's representation is limited strictly to providing legal research and analysis regarding the following specific issue(s):

[Insert detailed description of the legal question or topic to be researched].

The Attorney will provide the results of this research in the form of a [Memorandum / Summary Letter / Email] on or before [Date].

2. Excluded Services

Attorney is NOT representing Client in any other capacity. Specifically, Attorney will not:

- File any documents with a court or administrative body.
- Represent Client at any hearings or trials.
- Conduct discovery or interview witnesses.
- Provide ongoing legal advice beyond the scope of the specific research topic identified above.

3. Fees and Costs

Client agrees to pay for these services as follows:

- [Fixed Fee of \$ _____] / [Hourly Rate of \$ _____ per hour].
- An initial retainer of \$ _____ is required before research commences.
- Client is responsible for any direct costs incurred (e.g., specialized database access fees).

4. Termination of Representation

The attorney-client relationship will terminate automatically upon the delivery of the final research product to the Client. No further action is required by either party to end the representation.

5. Client Responsibilities

Client agrees to provide all necessary facts and documents related to the research topic promptly and to be truthful in all communications.

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

Sincerely,

[Attorney Name]

[Law Firm Name]

Acknowledgement and Consent

I have read this letter and understand the limitations of the representation. I agree to the terms set forth above.

[Client Signature]

[Date]