

# **Engagement Letter**

Dear Harry Smith,

# **RE:** Engagement for legal services

Thank you for choosing our firm for your legal services. We look forward to working with you. We want to handle your legal matter promptly and effectively, and we hope you'll let us know if there is any way we can improve the service we provide.

#### Service to be rendered

We confirm that you have retained us to perform the following legal services on your behalf:

1) To recover your entire initial investment along with financial damages and mental agony which is three times of your total investment amounting to USD 180,000 from Pacific Tycoon investments and all associated subsidiaries or individual(s) for the purpose of reimbursement of your claim.

As our client, you will decide the general direction your matter will follow [example such as: do we negotiate or go to court? Accept a settlement offer?] Before taking any major step, we'll ask for your instructions on how you want to proceed. We'll usually make a recommendation, but the final decision will be yours. We'll then provide the legal services necessary to carry out your instructions.

#### Communication

Two-way communication will be very important in our relationship. If you ever need clarification of what we are doing, please call or send us an email. We'll report to you from time to time by letter, telephone or email. It is your responsibility to keep us informed of any change in your mailing address, phone number and email address.

### Time needed

The entire proceeding is expected to take a time frame of six to eight months.

# **Charges for our services**

The fees for our service will be 10% of the total amount recovered. You are expected to pay this flat-rate post recovery.

Lippo Center, 89 Queensway Admiralty, Hong Kong



#### **Retainers**

We require our clients to pay some up-front money to initiate the proceedings.

The retainer fee is (10%) USD 18000 of the total amount of your entire civil damages suit, which you have to pay to our contracted affiliate at the time of initiating your lawsuit. There are no hidden or extra costs apart from the fees mentioned herein-above.

# **Contingencies**

We return 50% of the retainer fee if the lawsuit is unsuccessful or the honorable court rejects the claim. If the court observes the case of excess retainer fee, the excess amount paid to us is refunded back to you.

### Please return enclosed copy

If this letter reflects your understanding of our relationship, please sign and return the enclosed copy. In keeping with our firm's policy, we can't start working for you until we have received both this signed letter and your retainer.

Thank you for the opportunity to be of service. Again, we look forward to working with you.

Authorized Signatory,	I have read and agreed to the terms within this Engagement letter
Aemilius Cupero	
-	Name & Signature of the client
	Date: