

## Client's Acknowledgement and Agreement for Summary Legal Counsel Services

This is an agreement between me, \_\_\_\_\_, and you. It contains the terms of my agreement to provide you with limited legal advice and/or assistance today so that you can better represent yourself in your family law case.

**Scope of Legal Advice:** You have asked me to provide you with limited legal advice and/or assistance today. I will assist you by providing you with information regarding the family law process and your rights and obligations. If we agree, I will also give you advice regarding the terms of a possible settlement. If we agree and it is applicable, I will also join you in court today to help you to present your case.

I have not, however, agreed to represent you in your family law case. This means that you will continue to act in person in your family law case and I will not provide you with any legal help other than the limited assistance that we have agreed that I will provide today.

**Duration of Legal Help:** My agreement to assist you begins immediately and will end at the completion of my assistance today. Afterwards, you can ask for me or another member of the Advice and Settlement Counsel's roster to provide you with further legal assistance on your case in future. An additional agreement would be required for me to provide further services after today. You can also find a lawyer through the Family Law Limited Scope Services Project at: <https://www.familylawlss.ca/>.

I will provide you with the following limited services:

(a) At the following court appearance only:

|  |
|--|
| <input type="checkbox"/> Case Conference                                 |
| <input type="checkbox"/> Motion  |
| <input type="checkbox"/> Settlement Conference                           |
| <input type="checkbox"/> Trial Scheduling or Trial Management Conference |
| <input type="checkbox"/> Other:  |

(b) Assistance as follows:

|   |
|---|
| <input type="checkbox"/> Procedural information                                     |
| <input type="checkbox"/> Limited legal advice                                       |
| <input type="checkbox"/> Attending court with you                                   |
| <input type="checkbox"/> Assistance with negotiations                               |
| <input type="checkbox"/> Drafting or reviewing draft Consents/Minutes of Settlement |
| <input type="checkbox"/> Other:   |

You will be responsible for all other steps in your court case. In particular, you will:

- If your matter is in Court, meet any deadlines to file court forms or take other steps (for example, to provide your financial disclosure);
- When required, serve your court forms on the other party and file them with the court;
- Go to all court and/or other appointments; and,

- Take further steps that I identify for you during our meeting.

You also agree that:

- At all times, you will accurately describe your case;
- I will rely only on the information and documents that you give me to provide advice about your case; and
- This agreement will finish when the services set out above have been completed.

**Fees:** You will be required to pay legal fees for the services we have agreed that I will provide you today immediately upon the completion of those services. The fees are chargeable at the rate of \$200 up to the first hour, plus HST. After the first hour, you may decide to retain me in 15 minute increments, at a cost of \$50.00 plus HST every 15 minutes or at \$200.00 per hour plus HST.

**Declining to Provide Service:** I may decline to provide you with legal services after interviewing you if:

1. I have a conflict of interest, for example, if I have already provided legal services to the other party or a spouse or partner or family member in the past;
2. Your legal problems are beyond the scope of this service;
3. For any other reason set forth in the Ontario's *Rules of Professional Conduct* for lawyers.

\_\_\_\_\_  
Lawyer Signature

\_\_\_\_\_  
Client signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date