# **Pro Bono Legal Services Engagement Letter**

Date:
То:
From:
Dear ,
This letter confirms our agreement regarding the provision of pro bono legal services to you by ("the Firm")

### 1. Scope of Services

The Firm will provide legal services in connection with the following matter(s):

•

•

Any services outside the scope described above are not included in this engagement.

#### 2. Fees and Expenses

The legal services provided under this Agreement will be on a pro bono basis. You will not be charged any legal fees for the services described. However, you may be responsible for payment of costs and expenses incurred on your behalf, such as court filing fees, unless otherwise agreed.

# 3. Attorney-Client Relationship

An attorney-client relationship will exist only between you and the Firm as to the matter(s) described above. This relationship may be terminated by either party at any time by written notice.

### 4. Confidentiality

The Firm will maintain the confidentiality of all information related to your representation in accordance with applicable laws and ethical obligations.

#### 5. Termination

Either party may terminate this agreement at any time by providing written notice to the other party. Upon termination, the Firm will take reasonable steps to protect your interests, including providing reasonable notice and, if appropriate, assisting in the transition of your legal matter.

# 6. Acknowledgment

Please confirm your agreement to the terms above by signing where indicated below and returning a copy of this letter to us.

Client Signature:
Date:
Attorney Signature:
- <i>.</i>
Date:
We look forward to working with you.
Sincerely,