

## VLFD PROGRAM LIMITED SCOPE RETAINER AGREEMENT

This is a Limited Scope Retainer Agreement between \_\_\_\_\_ and  
(Name of Client) \_\_\_\_\_ (Name of Law Student /Law School Graduate).

Case Name: \_\_\_\_\_ Index No.: \_\_\_\_\_

The Law Student/ LawSchool Graduate, is not yet admitted to the New York Bar. The Law Student/LawGraduate is, however, authorized by a court order to advise and represent Client in certain types of cases under the supervision of the Supervising Attorney for the Volunteer Lawyer for the Day Program

### 1. Obligations of Law Student / Law Graduate:

(A) LawStudent/Law Graduate agrees to represent Client in the Personal Appearance Part ONLY for today, \_\_\_\_\_. Law Student/Law Graduate's services may include an evaluation of the strengths and weaknesses of the case, legal advice and negotiation of a settlement. Law Student/Law Graduate's representation of Client ends after Law Student/Law Graduate's appearance in the Personal Appearance Part on this day. Law Student/Law Graduate will not represent or assist Client in the future, even if the case is adjourned or settlement efforts continue past today.

(B) Law Student/Law Graduate does not agree to represent Client beyond this date. If the case is adjourned for another court appearance in the **Personal Appearance Part**, Client may still participate in the **Volunteer Lawyer For The Day (VLFD)** Program. To obtain the representation of a VLFD- Law Student/Law Graduate or Lawyer for a future appearance in the **Personal Appearance Part**, Client will have to enter a new retainer agreement.

(C) Client hereby agrees that he or she has been told that the representation is being provided in whole or in part, by a Law Student/Law Graduate. Client further agrees to such representation, and understands that his or her agreement may be withdrawn at any time for any reason. If that happens, representation will not be provided.

2. **Effective Date of Agreement:** \_\_\_\_\_

3. **Automatic Termination of Agreement:** Law Student /Law Graduate's representation of Client ends automatically after today's appearance in the **Personal Appearance Part** without any further act or communication by Law Student/Law Graduate or Client.

4. **Fee:** Law Student/Law Graduate's services under this agreement are free.

### 5. Obligations of Client:

- (A) Client agrees to read the Client Intake Sheet and to make sure it is correct.
- (B) Client agrees to cooperate with Law Student/Law Graduate in this case.
- (C) Client agrees to permit Law Student/Law Graduate to discuss this case with the Supervising Attorney.
- (D) Client is responsible for handling this case after today by himself or herself unless a new retainer agreement is signed on the next court date.

### 6. Client's Informed Consent:

Client has carefully read the **Client Intake Sheet** and **this Agreement**. Client has discussed both with Law Student/Law Graduate. Client understands that this is an Agreement for limited-service representation that automatically stops at the end of Law Student/Law Graduate's appearance in the Personal Appearance Part on today's date. Client further understands that the representation does not include trial, hearing or appellate work, even where a settlement cannot be reached between the parties. In the event of an adjournment or continuance, Law Student/LawGraduate may offer Client materials and/or referrals to agencies, organizations, or other courts where appropriate.

Date: \_\_\_\_\_

\_\_\_\_\_  
(Name of Client)                      (Name of Law Graduate)                      (Supervisor, VLFD Program)

\_\_\_\_\_  
(Signature of Client)                      (Signature of Law Graduate)                      (Signature of VLFD Supervisor)