

Date:

Sales Person:

Acct #:

1609 James M Wood Boulevard, Los Angeles, CA 90015  
Phone: 213-249-9999 | Fax: 213-249-9990

**SECTION I - CLIENT INFORMATION**

Name of Business:

Physical Address:

City:  State:  Zip:

Telephone:  Facsimile #:

Mailing Address:

City:  State:  Zip:

Contact Name:  Title:

E-Mail Address:  Tax ID or SSN#:

Bank Name:

Routing #:  Account #:

**SECTION II - ACCOUNTS PAYABLE CONTACT INFORMATION:**

Contact Person:

Mailing Address:

City:  State:  Zip:

Telephone:  Facsimile #:

E-Mail Address:

**SECTION III - BUSINESS TYPE:**

Corporation

Partnership

Sole Partnership

LLC

Other

**SECTION IV - BUSINESS REFERENCES**

Name of Business:  Phone #:

City:  State:  Contact Person:

**SECTION V - TERMS AND CONDITIONS**

THE FOLLOWING TERMS AND CONDITIONS APPLY TO ALL SERVICES REQUESTED OF NATIONWIDE LEGAL, LLC, HEREIN REFERRED TO AS (NWL).

**YOUR REQUEST FOR SERVICE:**

YOU HAVE REQUESTED THAT NWL PROVIDE YOUR OFFICE WITH ATTORNEY SUPPORT SERVICES.

**RATE SCHEDULE:**

BY SIGNING BELOW, YOU ACKNOWLEDGE RECEIPT, REVIEW, AND ACCEPTANCE OF NWL'S RATE SCHEDULE, AND YOU AGREE TO PAY TO NWL THE RATES CHARGED FOR ITS SERVICES CONSISTENT WITH NWL'S RATE SCHEDULE. FOR THE PURPOSE OF ACCOUNTING AND BILLING, NWL MAY BILL YOU PER JOB, PER INVOICE, OR PER TIME PERIOD AS NWL DEEMS APPROPRIATE.

**ADVANCED FUNDS:**

IF YOU REQUEST THAT NWL ADVANCE FUNDS ON YOUR BEHALF ( FILING FEES, OR WITNESS FEES), WHERE REQUEST IS EITHER EXPLICIT, IMPLICIT, OR IMPLIED, YOU AGREE TO REIMBURSE NWL FOR THE FUNDS ADVANCED PLUS A TEN PERCENT(10%) CHARGE OF THE AMOUNT ADVANCED, UNLESS OTHERWISE AGREED TO IN WRITING.

**PAYMENT TERMS:**

NWL WILL PROVIDE YOU INVOICES ON SEMI-MONTHLY BASIS OR AS OTHERWISE AGREED BETWEEN YOU AND NWL, EITHER BY MAIL OR VIA ELECTRONIC TRANSMITTAL. YOU AGREE TO PAY NWL INVOICE AMOUNT (LESS ANY DISPUTED AMOUNT) WITHIN FIFTEEN (15) CALENDAR DAYS FROM THE INVOICE DATE. ALL NWL INVOICES NOT PAID WITHIN FIFTEEN (15) DAYS OF THE INVOICE DATE WILL ACCRUE INTEREST AT THE RATE OF TWO PERCENT PER MONTH (2%) UNTIL PAID IN FULL.

**LIMITATION OF LIABILITY:**

IN THE EVENT OF NWL FAILURE TO PROPERLY OR TIMELY PERFORM THE REQUESTED SERVICES, OR TO COMPLY WITH THE DIRECTIONS PROVIDED, ITS RESPONSIBILITY SHALL BE LIMITED TO CORRECTING ANY PERFORMANCE OR COMPLETING THE ASSIGNMENT AS DIRECTED. NWL IS NOT RESPONSIBLE NOR LIABLE FOR ANY DAMAGES INCURRED AS A RESULT OF ANY BREACH, FAILURE TO ACT OR OMISSION OF ITS EMPLOYEES, SUBCONTRACTORS, OR AGENTS IN CONNECTION WITH SERVICES PERFORMED. DAMAGES SHALL NOT EXCEED THE GREATER OF (I) REDUCTION OF THE ENTIRE AMOUNT BILLED FOR THE SERVICE RENDERED (EXCLUDING ANY ADVANCED FEE), OR (II) THE MAXIMUM OF \$100.00 PER INVOICE, WHETHER OR NOT SUCH DAMAGE RESULTED FROM THE NEGLIGENCE OF NWL ITS EMPLOYEES, SUBCONTRACTORS OR AGENTS. UNDER NO CIRCUMSTANCES SHALL NWL BE LIABLE FOR CONSEQUENTIAL DAMAGES, PROFIT LOSS OR INCOME LOSS, REGARDLESS OF THE AMOUNT, CAUSE, OR FORESEEABILITY. ANY WAIVER OF THIS LIMITATION BY NWL AT ANYTIME WITH RESPECT TO ANY CLAIM SHALL NOT CONSTITUTE A WAIVER OF SUCH LIMITATION AT ANY OTHER TIME OR WITH RESPECT TO ANY OTHER ASSERTED CLAIM.

**ATTORNEY FEES:**

IN THE EVENT LEGAL ACTION IS NECESSARY TO COLLECT ANY OR ALL AMOUNTS DUE TO NWL FOR SERVICES RENDERED, THE PREVAILING PARTY SHALL BE ENTITLED TO REASONABLE ATTORNEY'S FEES AND COSTS.

Date: \_\_\_\_\_ Print Name/Title: \_\_\_\_\_ Signature: \_\_\_\_\_