

Immigration Services Retainer Agreement

This Retainer Agreement is entered into on _____ by and between _____ ("Service Provider") and _____ ("Client").

1. Scope of Services

The Service Provider agrees to provide immigration-related services to the Client, which may include:

- Preparing and filing immigration forms
- Reviewing client-provided documentation
- Advising on immigration requirements
- Representing the client before immigration authorities (if applicable)

2. Fees and Payment

All fees are agreed upon prior to commencement of work. The Client agrees to pay in full for the services as outlined in the fee schedule or initial consultation.

3. Term and Termination

This agreement is valid until the completion of services unless terminated earlier in writing by either party. A refund, if applicable, will be calculated based on the services already rendered.

4. Client Obligations

The Client agrees to:

- Provide truthful, accurate, and timely information
- Submit all necessary documents
- Cooperate fully with the Service Provider throughout the process

5. Confidentiality

All client information shall be kept confidential and used only for the purposes of immigration representation, in compliance with applicable data protection laws.

6. Acknowledgment

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By signing this agreement, the Client confirms that they have read and agreed to the above terms and authorize the Service Provider to act on their behalf for immigration services.

Signed by: _____

Date: _____

Company: _____