# LIMITED REPRESENTATION RETAINER AGREEMENT

By this agreement, [CLIENT’S NAME]\_\_\_\_ \_\_\_\_ (“you”) are  
retaining The Legal Aid Society of the District of Columbia (“Legal Aid”) to provide you with limited representation concerning the following matter:

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You certify that no other lawyer is representing you in this matter.

You agree to provide Legal Aid with complete and accurate information about your legal problem. You also agree to cooperate fully with the Legal Aid staff member conducting the interview. If you withhold important information, it may affect the limited representation.

The information you provide to Legal Aid will be kept confidential consistent with the ethics rules governing lawyers in the District of Columbia.

Legal Aid will not represent you beyond the limited representation described above. Legal Aid will take no further action regarding your problem. Unless explicitly stated above, Legal Aid will not represent you in court, prepare or file court papers, send correspondence or engage in negotiations for you after you leave Legal Aid’s office today. If any action is required to resolve your problem, you are solely responsible for taking that action.

You understand that Legal Aid does not charge a fee for the time that our lawyers or staff spend on your case. Legal Aid may receive funding or compensation from someone other than you that supports our representation of you in this case. Regardless of whether Legal Aid receives this kind of support, it will not affect the professional judgment and independence of our lawyers, or our attorney-client relationship with you. Our funders do not direct or control the representation we provide. We also will not share your confidential information with our funders without your consent. You consent to this arrangement.

If you have a complaint regarding the manner or quality of services being provided by Legal Aid, you may ask the receptionist for a “Legal Aid Society of the District of Columbia Complaint Form.” You should fill out this form and return it to Legal Aid. It will be reviewed by the Legal Director and/or Executive Director.

You have read this Agreement, or you have had it read and explained to you in its entirety, before signing it. You understand the terms of this Agreement.

This Agreement represents the entire agreement between you and Legal Aid. It cannot be amended or modified except in writing signed by both you and Legal Aid.

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Client Lawyer, Legal Aid

[TODAY’S DATE]\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [TODAY’S DATE]\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Date