

February 8, 2024

Client (Simon)

T: [1-604-345-9632](tel:1-604-345-9632)

Attention: Retainer Agreement

Dear Sir:

RE:	Clients:	Client (Simon)
	Matters:	PR application through spousal sponsorship stream
		Open work permit (applying as a sponsored spouse)
	Our File No.:	2023-575

We confirm that you, Client (Simon), have retained our office, Jade Sunrise Law, to act on your behalf in the above-referenced matters. We are pleased to have the opportunity to represent and assist you.

In accordance with the Alberta Code of Professional Conduct of the Law Society of Alberta we confirm the terms of our retainer.

LEGAL SERVICES STANDARD

We will represent you to the best of our ability, providing informed, independent, and competent advice along with prompt quality legal services. We will keep you fully informed of our progress on the file and seek your instructions on all relevant developments.

LEGAL FEES

For the retained matters, the following fixed fees apply:

Permanent Residency (PR) application through spousal sponsorship stream: **\$4,000.00**

Open work permit (applying as a sponsored spouse): **\$500.00**

These fees are determined based on factors specified in the Alberta Rules of Court and the Code of Professional Conduct, including time and effort, complexity, skills required, time constraints, results obtained, and the experience of the attorney performing the service.

PAYMENT OF LEGAL FEES

A prepayment of **\$2,500.00** is required at the time of signing this retainer agreement. Additional payments may be required as the matter progresses. Payments will be deposited into our trust account and applied to interim and final billing. Unused funds held in trust will be refunded to you.

DISBURSEMENTS, OTHER CHARGES AND GST

In addition to legal fees, you are responsible for disbursements and other charges, including but not limited to PR processing fee (\$1,050), work permit fee (\$255), biometrics fee (\$85), messenger and courier services, postage expenses, long distance telephone charges, facsimile transmissions, file opening/maintenance charges and out of province travel expenses. We will seek specific instructions from you prior to incurring disbursements.

Goods and services tax (GST) will be charged where required, except for disbursements incurred as your agent.

DOCUMENTATION

All documentation produced in the course of a representation remains the property of our offices. All documentation provided by you remains the property of you, subject to our right to a solicitor's lien for outstanding accounts.

CONFIDENTIALITY

Certain communications between solicitor and client are absolutely confidential. This confidentiality is known as the "solicitor-client privilege". Because of it, you can give us all the facts relevant to your matter without fear that prejudicial information will become public. Without your explicit consent, we cannot be compelled by any government agency, law enforcement, or court to disclose information protected by solicitor-client privilege. The solicitor-client privilege is your privilege, not mine, so only you can waive it.

Not all solicitor-client communications are privileged. The privilege only arises when you reveals information in confidence to obtain legal advice or services. Information you give me that is not privileged is treated as confidential. Our ethical rules define the limited circumstances in which confidential information can be disclosed.

TERMINATION

You and our offices each have the right to terminate this retainer agreement prior to the conclusion and final reporting of those matters you have instructed us in respect of, upon reasonable notice to the other party or as required by the Code of Professional Conduct. In such event, our offices shall be entitled to send an account to you for services rendered to the date of termination and for any services, disbursements and other charges necessarily incurred thereafter. The final account and all unpaid interim accounts, shall be paid as a condition of any termination and before the file is transferred to you or as your designate.

CONFIRMATION

Please sign and return one copy of this retainer agreement to finalize our representation terms. These terms apply to all files handled by our firm for you regarding the specified matters.

We appreciate the opportunity to represent you. If you need further clarification or have concerns about our services, please contact us promptly.

Yours truly,

Jade Sunrise Law

Per: _____

Kathy Zhang

ACCEPTANCE

I, Client (Simon), do hereby retain Jade Sunrise Law to represent me in matters relating to my application for Permanent Residency (PR) through spousal sponsorship path and open work permit; and I HEREBY ACKNOWLEDGE AND ACCEPT THE ABOVE TERMS.

Dated at the City of Calgary in the Province of Alberta this _____ day of October 2023.

Client (Simon)