

## Engagement Letter

Ref: L4A

Dear Sir or Madam

Should you wish us to act for you on a NO WIN NO FEE/contingency fee basis please see below set out in detail the basis upon which we will act, what we shall do for you, what is expected of you and the basis of the payment of the fee.

The work to be covered by fee/our retainer agreement is as follows:

- to consider the results of the questionnaire completed by you, together with all other paperwork relating to your potential claim that has either already been or will be provided;
- to advise you of any claim you may have and against whom;
- to assist you in formulating and making any such claim;
- to advise you on the value of your potential claim under the terms of the Financial Services Compensation Scheme ("FSCS") Rules;
- to act on your behalf in pursuing such claim either through the Financial Ombudsman Service, if the company is still trading or through the FSCS ( the Financial Services Compensation Scheme) if the company is declared in default. However, we will not undertake any litigation against the company, any of its directors or the FSCS under the terms of this engagement letter.

You agree to pay us a fee equivalent to 17.5% + VAT of the amount received by you or on your behalf in relation to any such claim.

Once you have completed the necessary forms, you will be notified of a person to contact who will handle your individual case. Mr Jonathan Jacob, who is a designated member of LeeLanes Solicitors LLP, will be the person to whom any complaint regarding the quality of our services should be made and should a complaint arise he will endeavour to deal with your complaint promptly.

It is imperative that you co-operate with us and respond to any questions asked by us as this will be essential to making the claim.

To allow us to proceed with your claim you need to become a client and we are legally required to have on record:-

1. A signed acceptance of terms (sign and return the slip below); and
2. A copy of your passport or photo card Driving Licence and a utility bill showing your current address issued in the last three months. Both need to be certified by an Accountant, Solicitor or Bank Manager Etc.

Yours faithfully



**LEELANES SOLICITORS LLP**

Cut .....Cut

I/We have signed below to indicate that I/we agree to the above Contingency fee of 17.5% + VAT service.

Signed: \_\_\_\_\_

Print name: \_\_\_\_\_

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

Date of Birth \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Postcode \_\_\_\_\_

Email \_\_\_\_\_

Telephone \_\_\_\_\_