**SAMPLE FEE AGREEMENT PROVISIONS**

**NOTE: These are samples and should be tailored for your specific law practice**

For a Designated Interim Administrator Not Employed by Your Law Firm

Attorney has designated an Interim Administrator, specifically **[Attorney’s Law Firm, ABC Law Firm]** or **[IA’s Name]**, hereinafter referred to as Interim Administrator to assist with the continuance or closure of Attorney’s law office in the event of Attorney’s inability to practice law. In such event, Client agrees that said designated Interim Administrator can review Client’s file and take all steps necessary to protect Client’s rights. Client understands they are under no obligation to agree to representation by Interim Administrator and may choose their own attorney.

For Designated Interim Administrator Employed by Your Law Firm

Attorney has designated an Interim Administrator, specifically **[Attorney’s Law Firm, ABC Law Firm]**, hereinafter referred to as “Law Firm”, to assist with the closure of Attorney’s law office in the event of Attorney’s inability to practice law. In such event, Client agrees to the review and transfer of Client file to another attorney within Law Firm. If there is no other attorney within the Law Firm who can competently represent Client, Law Firm will notify Client and make appropriate referrals. Client understands they are under no obligation to agree to representation by Law Firm and may choose their own attorney.

For Designated Interim Administrators Purchasing Law Firm

Attorney has designated an Interim Administrator, specifically **[Attorney’s Law Firm, ABC Law Firm]**, hereinafter referred to as “Law Firm”, **or [IA’s Name]** hereinafter referred to as Interim Administrator to assist with the closure of Attorney’s law office in the event of Attorney’s inability to practice law. In such event, Client agrees to the review and transfer of Client file to Interim Administrator. If Interim Administrator cannot competently represent Client, Law Firm will notify Client and make appropriate referrals. Client understands they are under no obligation to agree to representation by Interim Administrator and may choose their own attorney.