



ENGAGEMENT LETTER

Congratulations! You have chosen Lightning Legal to act for you.

Benefits of engaging Lightning Legal include:

- Competitive fixed price services for Conveyancing, Wills, and Powers of Attorney
- Obligation free initial consultation or complimentary Contract of Sale review for conveyancing matters
- Modern electronic processes
- Flexible hours, consultation and meeting times by appointment
- Services provided online or in person
- All work conducted by an experienced QLD and NSW Property and Wills Lawyer
- Direct, one-point of contact with your Solicitor
- Easy to understand communications
- Trusted experience and advice (see our five star client reviews on google)
- No hidden costs

We are here to help you and are happy to discuss your matter.

***Modern. Friendly. Convenient. Affordable.
Legal Services in Lightning Speed.***

You acknowledge and agree to the following:

- By engaging Lightning Legal, you consent to receive all written correspondence, information, letters, notices, agreements, advice, statements, bill of costs and disclosures (collectively, "Communications") electronically to the email address you have provided to us.
- You agree to provide us with 100 points of identification in person through original documents, remotely by smart phone ID Secure verification of identity or by providing certified copies. If you are not an Australian citizen you also agree to provide us with your Visa details.
- Where you as the client comprises of more than one person involved in the transaction, you authorise us to take instructions from any one of you only.
- You may also authorise us in writing to take instructions on your behalf from another person and you agree to provide us with their contact details.
- You agree to be reasonably contactable for the purpose of obtaining instructions particularly where deadlines are pressing or in conveyancing transactions where time is of the essence.
- You are aware that your legal representative does not provide financial and tax advice or services. Independent finance advice should be sought from your accountant for your transactions.

- You may request an estimate or quotation for legal fees and disbursements. Disbursements will be charged at cost. You authorise Lightning Legal to incur reasonable outlays and disbursements on your behalf which you agree to reimburse us for when invoiced including outlays incurred but not yet paid by Lightning Legal.
- Our fixed price services are for standard Conveyancing, Wills and Power of Attorney matters. Where the service provided exceeds the amount of work conducted for a standard transaction or goes outside the scope of the fixed price service into other areas of law, you authorise us to charge on a time basis. We always endeavour to keep our costs fair and reasonable. In the event that additional costs are anticipated, we will discuss these with you prior to commencing work. We aim to provide transparency in the costs of our legal services and to disclose costs in advance.
- For Conveyancing transactions, legal fees and disbursements including outlays incurred but not yet paid for, are payable on settlement or at termination/rescission of the Contract for Sale. You authorise us to receive payment for our Conveyancing invoice on settlement from settlement proceeds, loan funds, your cash contribution to settlement or funds held in our trust account for settlement.
- All other invoices are payable within 7 days of issue. Where we hold a deposit or settlement funds for your transaction, you authorise payment of our invoice from trust funds held in your matter.
- Either one of us may choose to end the engagement on any grounds we see fit. We take pride in maintaining harmonious relations with our clients and want our clients to have the best legal services and engagement experiences. You understand that if the engagement is terminated prior to the conclusion of your matter, there may be partial legal fees payable reflecting of the amount of legal work conducted and all disbursements incurred on your behalf are to be reimbursed by you.
- You consent to us managing your file using cloud services and keeping electronic files. You authorise us to destroy the paper copy of your file after 12 months and the electronic copy of your file after 7 years. Original safe custody documents such as executed Wills and Powers of Attorney are kept permanently.

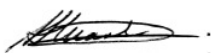
You agree to engage Lightning Legal on the above terms and are authorised to make this declaration.

Each individual person comprising or representing a client agrees to the terms of this Engagement Letter.

Thank you for engaging Lightning Legal.

We look forward to supporting you and helping you succeed in your endeavours.

Sincerely



Sandy Stuart
Principal Solicitor