

M. ARDA BEŞKARDEŞ, ESQ.

6 Maiden Ln 6th Fl | New York, NY 10038 | t. [REDACTED] | f. [REDACTED] | e. [REDACTED]

16 August 2011

Ms. [REDACTED]
Via Electronic Mail

Dear Ms. [REDACTED]:

This letter will confirm our agreement to represent you in connection with the H-1b Application you wish to file for Ms. [REDACTED]. You agree and acknowledge that we may not and have not made any assurance or guarantee about the successful outcome of matters being handled by us. Our comments about the outcome of your matter are clearly an expression of opinion only.

This agreement is effective as of the date this agreement has been signed by you and the retainer fee described below has been paid. We charge flat-fees for every step of H-1b process. In this case we will charge you \$2,000 for the H-1b application. This reflects a significant discount from our regular fees given your referral. Client expenses not included in the above fee includes: USCIS filing fees, advertising, credential evaluations, translation of documents, and wage surveys, if necessary. However, in this case, we do not anticipate any additional fees other than the government filing fees.

You may terminate this agreement at anytime by giving us ten days notice of your intent to terminate. You shall be truthful with us, shall cooperate with us, shall keep us informed of developments, shall pay our fees and expenses on time, and shall keep us advised of your address, telephone number and whereabouts. The firm reserves a right to charge a five percent per month late fee on any unpaid balance that is more than 30 days past due. The firm may likewise terminate this agreement consistent with its professional responsibilities, upon giving you appropriate notice to obtain substitute counsel if desired.

To signify your acceptance of the terms of this agreement, please sign this agreement and return it to us for our file. **This offer of representation is only effective for 30 days. After 30 days, the terms of the agreement are subject to change and we reserve the right to deny representation.** We appreciate the confidence you have placed in us and will endeavor to represent your interests to the best of our abilities.

Yours sincerely,

By: _____
Arda Beskardes, Esq.

I have read this letter carefully and agree to the terms set out therein.

Sarah Kensigton

PAYMENT SCHEDULE*

1. Nonrefundable retainer fee of \$2,000

*You can make check payments by sending a check payable to Arda Beskardes, Esq. at the address above. Or you can make a deposit at our account directly:

Mehmet Arda Beskardes, Esq.
Chase Bank
Prospect Heights Financial Ctr 6598
290 Flatbush Avenue
Brooklyn, NY 11217
ABA/ Routing Number: [REDACTED]
Account Number: [REDACTED]
Swift code: [REDACTED]

If you need an invoice please let us know.