



## **THE 2011 TALI AGENCY FORMS FOR MEMBERS ONLY**

\*Confidential information for the distribution and use of current TALI members only. These are forms used currently by practicing investigators. However, you should review them carefully prior to your use. In some cases, such as the traditional legal documents you might want to consult your attorney to insure it is appropriate for your company.

**CONTRACT FOR SERVICES**

(Your company name), hereby agrees to provide the following person \_\_\_\_\_  
\_\_\_\_\_ (hereafter called "client") with investigative  
services as follows:

- |                      |                                |
|----------------------|--------------------------------|
| _____ Surveillance   | _____ Background Investigation |
| _____ Civil History  | _____ Criminal History         |
| _____ Dossier Report | _____ Locate/Skip Trace        |
| _____ Other:         |                                |

(Your company name) agrees to provide the client with a written report, supporting documents, video tape or other relevant information upon completion of the services requested by the client. (Your company name) agrees to initiate the investigation within three (3) working days or at any other date and time mutually agreed upon by the parties involved.

(Your company name) hourly rate is \$XX.00, the mileage rate is .XX per mile, and expenses related to the investigation are additional (at cost). The client agrees to these terms and/or to the following terms:

(Your company name) has received a retainer from the client in the amount of \_\_\_\_\_  
\_\_\_\_\_. \$ \_\_\_\_\_. The remaining  
balance is due and payable upon receipt upon completion of the investigation and receipt of the final report by the client. Payment not received within thirty (30) days from the completion of services (final report date) will be assessed a late fee of XX% per month. Should collection and/or legal services be required to obtain the balance due, these costs will be the responsibility of the client.

I \_\_\_\_\_ (client) have read, understood and agree to said contract and hereby agree to retain (Your company name) on my behalf on this day of \_\_\_\_ 201\_\_.

\_\_\_\_\_  
(CLIENT)

\_\_\_\_\_  
Your company name