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e-mail: dkuhlman@marchmediation.org

# Contract for Attorney Services

This is a Contract for Attorney Services executed by the M.A.R.C.H. Mediation Program. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ meets the qualifications and wishes to provide attorney services on referral for the M.A.R.C.H. Mediation program.

M.A.R.C.H. mediators have a duty to inform clients that a contract attorney shall be available to prepare legal documents and pleadings for the clients to obtain a judgment of the court, and consistent with the clients written parenting plan.

M.A.R.C.H. Inc. shall provide an attorney for said purposes at no cost to the parents. The contract attorney shall file a limited entry of appearance to file the prepared legal documents with the circuit court. M.A.R.C.H. and the contract attorney shall work with the circuit court to attempt to have the filing fees waived. When filing fees are not waived, M.A.R.C.H. and/or the contract attorney shall be reimbursed for said expenses.

The M.A.R.C.H. contract attorney shall be compensated at a flat rate of $750 per case. M.A.R.C.H. shall not be responsible to the contract attorney for more than the flat rate payment of $750.

Invoices for services must be uploaded via MyCase within thirty (30) days of completing services.

Along with the invoice, the contract attorney must submit to M.A.R.C.H. via MyCase the following information for each completed and filed parenting plan:

1. A copy of the filed prepared legal document;
2. Receipt for payment of the filing fee on behalf of a client (when applicable);
3. Filing date;
4. Father’s name and SSN;
5. Mother’s name and SSN;
6. IV-D case number;
7. Judicial Circuit; and
8. Court case number.

It is agreed that the attorney shall perform the duties under this agreement as an independent contractor to M.A.R.C.H. Inc. The attorney is not to be deemed as an employee of M.A.R.C.H. Inc. and shall not have or claim any right arising from employee status. The attorney has the sole discretion to determine the manner in which legal services are to be scheduled and conducted in conformity with M.A.R.C.H. Inc. program policy and guidelines. M.A.R.C.H. Inc. specifically reserves the right to terminate this agreement if the attorney fails to comply with program guidelines.

Signed this \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_.

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MARCH Contract Attorney Service Provider

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Dawn E. Kuhlman, Executive Director Date