

ARIZONA LEGAL SERVICES by Dawn R. Kaiser
Document Preparation Contract

This contract made and entered into on the _____ day of _____,
20___, by and between _____,
hereinafter "Client" and A.L.S. by Dawn R. Kaiser, hereinafter "ALS", or document preparer.

1. \$_____ (cash____ check____) deposit, receipt of which is hereby acknowledged and shall be paid as follows:

\$_____	Document Preparation fees
\$_____	Courier Service (optional)
\$_____	Total Amount
\$_____	Less deposit paid today _____
\$_____	BALANCE DUE BY _____

2. Work to be performed on behalf of client: _____

3. Court filing fee in the amount of \$_____ payable by **Money Order** to: Clerk, Superior Court, which must include your name and address at the time of filing.

4. Other costs: _____

5. I hereby understand the document preparation fees are nonrefundable. They also do not include charges for any additional costs, i.e., facsimilies, mailing charges, etc..

6. There will be a \$25.00 service charge for all returned checks.

7. Client agrees to inform ALS of any and all address and telephone number changes.

8. ALS reserves the right to terminate this contract should client fail to comply with any of the terms set forth in this agreement, including timely payments of all charges and costs.

9. Client and ALS acknowledge a copy of this Contract; Client further states that she/he has read fully and understands the terms of this contract; and that said contract represents the entire agreement between the parties.

10. ALS is not a law firm, nor does it render legal advice, but only provides general information and prepares documents for divorce, bankruptcy, and other family law matters.

ALS

Client