

INITIAL CONSULTATION AGREEMENT

This Initial Consultation Agreement is made this ____ day of _____, 202__ between:

The Client (“the Client”):

Name:
Address:
Phone:
Email:

The CLIENT has requested a consultation with _____, RCIC for the purpose of an application with respect to: _____. The Client agrees to pay the non-refundable consultation fee of \$_____ CAD to the RCIC prior to the scheduled consultation.

Limits of Engagement

- i. The client acknowledges the service provided during the consultation is limited to a single consultation on the matter stated above over a period of not more than one (1) hour and the consultation shall be conducted via video conference.
- ii. The RCIC is not obligated to provide further information or advice to the Client unless expressly agreed upon in writing by both the RCIC and the Client in a separate agreement.
- iii. This agreement does not obligate the RCIC to act on behalf of the Client in the preparation or submission of any application or immigration proceeding.
- iv. Should the Client wish to have the RCIC retained as their representative regarding the matter stated above, or an alternatively agreed upon matter, the Client shall sign a retainer agreement as provided by the RCIC.
- v. The Client understands they must be accurate and honest in all information they provide and that any inaccuracies may result in any advice provided by the RCIC being inaccurate and may seriously affect the outcome of any application or retention of any status the Client may currently hold or obtain.

Confidentiality

- i. All information and documentation collected and reviewed by the RCIC, will not be divulged to any third party, other than agents and employees, without prior consent.

- ii. The Client agrees to the use of electronic communication and storage of confidential information.

Miscellaneous

- i. Professional fees quoted by the RCIC in the initial consultation are specific to this agreement only and are not to be shared with other parties. Fees quoted are valid for thirty (30) calendar days from receive of the agreement.

Client Signature

Date

RCIC

Date

This agreement shall be governed by the laws in effect in the Province of Ontario, and the federal laws of Canada applicable therein.