

**FINK
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A Note on Our Billing Procedures

Fink Rosner Ershow-Levenberg LLC provides a wide range of legal services. Depending on the type of services, a certain billing procedure is used. We usually start with an initial consultation which, in 2015, will cost \$475.00 if done in our office or close by. We then apply that fee to the larger engagement if there will be one. For these larger engagements, we will present a fee agreement that outlines responsibilities and obligations of the client, their representatives, and our firm, and the fees to be paid. The fee agreement needs to be signed by one of the Firm's representative and any other paying party to commence the larger engagement.

We assign a flat fee for most estate planning, real estate, guardianship and Medicaid/long-term care planning engagements, but the fee may be adjusted later on depending on the amount of work actually performed, and we keep track of time spent as we go. For litigation matters, including family law, Medicaid fair hearings, appellate work, estate and guardianship litigation, and other smaller matters we bill on an hourly basis. Sometimes we will ask the court to approve our fees and have them paid by another party, but even if we ask, it is not always guaranteed, or the amount of the fee is altered. The client remains responsible for the balance in those cases. We also bill on an hourly basis for estate administration matters. For Social Security and Veterans engagements, our legal fees are based on a percentage of the retroactive benefits granted.

We appreciate the business that our clients provide and therefore encourage an open dialogue about the payment of fees at the outset of the engagement, but in general, we expect fees to be paid promptly and on time. If there is a deviation from this rule, it will be spelled out in the fee agreement or otherwise discussed with the client and noted in the file. We do not alter fees based on source of referral. We take all major Credit Cards.

THANK YOU

■ Certified Elder Law Attorney by the National Elder Law Foundation, an ABA organization approved by the NJ Supreme Court