



# The Investigative Firm

When You've Got Questions... We've Got Answers!

5090 Richmond Ave, Suite 485 Houston, Texas 77056 (713) 353-0219 or 1-800-681-5262 Website: [www.theinvfirm.com](http://www.theinvfirm.com)

## Contract for Professional Services with THE INVESTIGATIVE FIRM

Client Name: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

The contract agreement starts on \_\_\_\_\_ between \_\_\_\_\_ hereinafter referred to as "CLIENT") and THE INVESTIGATIVE FIRM, (hereinafter referred to as "AGENCY").

### WE UNDERSTAND AND AGREE TO THE FOLLOWING TERMS AND CONDITIONS:

**THE INVESTIGATIVE FIRM** will comply with all provisions of Federal, State, and Local laws and regulations pertaining to the use of criminal conviction histories and/or bank account or confidential financial information and adhere to all current privacy rules and regulations. **THE INVESTIGATIVE FIRM** assumes that all information provided to the CLIENT will be used for lawful purposes only and the CLIENT acknowledges that it has represented such to **THE INVESTIGATIVE FIRM**. By requesting and receiving investigative reports, the CLIENT agrees to indemnify and hold harmless **THE INVESTIGATIVE FIRM**, its officers, and employees from any and all claims, liabilities, expenses, fees including attorney fees, costs, and judgments arising from CLIENTS use or possession of the information furnished in said reports.

The CLIENT further agrees to release **THE INVESTIGATIVE FIRM**, its officers, employees, and affiliated companies from liability arising or alleged to arise directly or indirectly from any negligent acts, errors, or omissions by any of the providers of information to **THE INVESTIGATIVE FIRM** in connection with the preparation of any reports, written or verbal. **THE INVESTIGATIVE FIRM** will make every effort legally to obtain the information requested by the CLIENT; WE CANNOT guarantee that the requested information will be obtained. The CLIENT will forfeit the entire retainer and ALL monies paid if the CLIENT shows up onsite during an active surveillance operation. All assets searches and financial banking records will be conducted in accordance with the Gramm-Leach-Bliley Act (Sec. 6821). The CLIENT acknowledges that it has represented to **THE INVESTIGATIVE FIRM** a legal reason to obtain information otherwise protected under the Gramm-Leach-Bliley Act (Sec. 6821).

**THE INVESTIGATIVE FIRM** agrees to provide \_\_\_\_\_ with the following investigative services:

- \_\_\_\_\_ (at a flat rate of \_\_\_\_\_)

**PAYMENT:** It is agreed and understood that the undersigned client, shall be solely responsible for the compensation to **THE INVESTIGATIVE FIRM**. A retainer in the amount of \$ \_\_\_\_\_ is required for this investigation. The CLIENT will be charged a fee of \$100 for any cancellation of this agreement.

*Note: The above retainer does include the required 8.25% Texas Sales Tax.*

By executing and faxing a copy of this agreement to the undersigned you acknowledge that the agreement herein contained may be concluded by fax, and that signatures contained on electronic facsimiles hereof shall be binding as though actually made in person upon this document by the person signing the same. I received a copy of the agreement when I signed it.

\_\_\_\_\_  
Client

\_\_\_\_\_  
Date:

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**Credit Card Authorization Form**  
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*Note: Only fill out the following information if you are paying with a credit or debit card.*  
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Name as it appears on credit card: \_\_\_\_\_

Credit Card#: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Total Amount Authorized to Charge# \$ \_\_\_\_\_

Visa [ ] MasterCard [ ] Discover [ ] American Express [ ]

I, \_\_\_\_\_, authorize **THE INVESTIGATIVE FIRM, INC.** to charge the above credit, or debit card the amount listed amount for professional investigative services. I understand that a copy of my signature will remain on file and this document will be used to authorize future charges if I verbally request additional services. By executing and faxing a copy of this agreement to the undersigned you acknowledge that the agreement herein contained may be concluded by fax, and that signatures contained on electronic facsimiles hereof shall be binding as though actually made in person upon this document by the person signing the same.

\_\_\_\_\_  
Client Signature:

\_\_\_\_\_  
Date

**THE FORM MUST BE FAXED TO (713) 353-0220 BEFORE CASE IS STARTED.**