Client Agreement

Effective Date: 1st May 2025

# 1. Parties

This agreement is made between:

Client: [Client Full Name]

Address: [Client Address]

and

J&LM Consultants Ltd

First Floor, 81–85 High Street, Brentwood, Essex, CM14 4RR

Email: enquiries@jandlmconsultants.co.uk

Phone: 07459 116731

# 2. Scope of Services

J&LM Consultants Ltd agrees to provide the client with investigative and/or consultancy services as outlined and agreed upon prior to engagement.

Details of services, timelines, and deliverables will be specified in writing before commencement of work.

# 3. Confidentiality and Data Protection

All information shared between the parties shall be treated as confidential and shall not be disclosed to third parties without prior written consent, unless required by law.

J&LM Consultants Ltd complies with the UK General Data Protection Regulation (UK GDPR) and ensures that all personal data is handled securely, lawfully, and transparently.

Any personal information shared by the client will only be used for the purposes of providing the agreed services and will be retained only for as long as necessary.

# 4. Fees and Payment

Fees will be agreed upon in advance. Payment terms are as follows:

- A deposit or retainer may be required prior to work commencing.

- Invoices must be paid within 7 calendar days of the issue date unless otherwise agreed in writing.

- Late payments may result in interest charges at the statutory rate and/or suspension of services until payment is received.

- Any reasonable expenses or third-party costs incurred in the course of delivering the service will be billed to the client and are payable under the same terms.

# 5. Use of Subcontractors

J&LM Consultants Ltd reserves the right to engage qualified third-party subcontractors or specialists to carry out parts of the agreed services, where appropriate.

The client will be notified in advance if subcontractors are to be used, and all third parties will be subject to confidentiality and data protection obligations equivalent to those outlined in this agreement.

# 6. Client Responsibilities

The client agrees to provide accurate and complete information necessary for the provision of services.

The client agrees not to request or engage in any unlawful or unethical activities.

# 7. Use of Information

Any reports or findings provided are intended solely for the client and must not be shared or used for any purpose other than what is agreed upon.

Information shared may be stored in compliance with legal and regulatory requirements, including data retention obligations under UK GDPR.

# 8. Termination

This agreement may be terminated by either party with written notice.

In the event of termination, the client will be invoiced for work completed up to the termination date and any third-party costs incurred.

# 9. Limitation of Liability

J&LM Consultants Ltd will not be liable for any indirect or consequential losses resulting from the use of our services.

Liability for any claim shall not exceed the amount paid by the client for the specific service rendered.

# 10. Governing Law

This agreement shall be governed by and construed in accordance with the laws of England and Wales.

Any disputes shall be subject to the exclusive jurisdiction of the courts of England and Wales.

# 11. Signatures

By signing below, both parties agree to the terms of this agreement.

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

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

J&LM Consultants Ltd Representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_