

**ATTACHMENT TO LIMITED SCOPE FEE AGREEMENT
TASKS TO BE APPORTIONED**

Use this form to allocate tasks between attorney and client. Attach this form to your revised fee agreement if the scope of representation changes.

Task	Attorney To Do:	Date Completed:	Client To Do:
Draft Papers to Start Divorce			
File and Serve Papers			
Draft Motions			
Draft Affidavits and Declarations			
Analyze Case and Advise of Legal Rights			
Procedural Advice			
Formulating Strategy and Tactics			
Investigate facts; which issues?			
Obtain documents; which ones?			
Draft Correspondence			
Review Correspondence and Pleadings			
Appear in Court			
Run Computer Support Programs			
Prepare Subpoenas for Documents			
Take Depositions			
Review Depositions and Documents Obtained from Others			
Legal Research and Analysis			
Contact Witnesses			
Draft or Analyze Settlement Proposals			
Contact Expert Witnesses			

Attorney Initials _____ Client Initials _____

Task	Attorney To Do:	Date Completed:	Client To Do:
Draft Orders and Judgments			
Outline Testimony			
Trial or Negotiation Preparation			
Review Orders and Judgments that Client Drafts			
Draft Orders			
Draft Disclosure Documents			
Advise Regarding Appeal			
Enforce Orders			
Draft Other Papers as Necessary			
Other:			
Other:			
Other:			
Dated:	Dated:		
Attorney Signature	Client Signature		