



# Frequently Asked Questions

About

# Littman Krooks' Fees

**LITTMAN KROOKS LLP**  
Elder Law, Estate Planning, Special Needs Planning

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*Special needs require special attorneys.*

# Frequently Asked Questions About Littman Krooks' Fees

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### **Do you charge for Initial Consultations?**

For most cases we will charge a fixed fee for an initial consultation with a client to evaluate the facts and law relevant to the case and provide recommendations concerning solutions to address the client's needs and objectives. The initial consultation fee will be \$500.

### **What types of fee arrangements does Littman Krooks use?**

We commonly use three different types of fee arrangements: 1) Fixed Fee, 2) Hourly Billing, or 3) a combination of fixed and hourly.

For the majority of our cases, we charge a fixed fee for legal services. This fee is set at the initial meeting and is based upon the facts disclosed at the initial meeting, the difficulty of the issues involved and our estimate of the time that will be required to provide the requested services. For example, we will commonly use fixed fees for estate planning, Medicaid asset protection planning and certain types of uncontested guardianships.

We will use hourly billing where the extent of the necessary services cannot be determined in advance. For example, we will use hourly billing for contested guardianships or Will contests. The hourly billing fee is determined by multiplying the hourly billing rate of the professional providing the service and the time he or she spends on the matter. Different hourly billing rates are charged for partners, associate attorneys, and paralegals. When hourly billing is used, we will charge a retainer fee when we begin the case. We will bill against the retainer fee. When the retainer fee is reduced to zero, we may ask that you deposit a new retainer. If it becomes apparent that our fee will exceed our estimate of the total fee, we will discuss this fact with you and obtain instructions as to how you wish to proceed.

### **How do you set Fixed Fees?**

We set fixed fees based on the following factors; 1) the information provided by the client at the initial meeting, 2) the client's time requirements, 3) the scope of the services required, 4) the difficulty of the issues involved, and 5) our estimate of the time that will be required to provide the necessary services. For example, we will set a higher fixed fee for an estate plan that must be delivered within a week or for an estate plan that provides for gifts to beneficiaries in trust rather than distributed outright. We can provide a lower fixed fee should you provide us with complete and organized information and seek assistance prior to needing the services delivered on an expedited basis. Where new facts are developed after the case begins or where the scope of our services change, we reserve the right to change the fixed fee.

**What is a Retainer Fee?**

A retainer fee is a fee deposit. Littman Krooks will hold the retainer fee and we will apply subsequent invoices against this deposit to pay our fees.

**Will I be responsible for costs and expenses?**

Yes, you are responsible for costs and expenses paid to third parties. For example, we will bill you for fees to record documents, court filing fees, over night delivery costs, fees for third party experts and travel costs.

**Will you make house calls?**

Yes, we have and will meet with a client in his or her home, another professional's office, a hospital, a nursing home, or an assisted living facility. Due to the additional time required, we charge an additional fixed fee of \$250 over and above the standard consultation fee for meetings out of the office.

**Will you provide me with a written explanation of the services to be provided and the fees to be charged?**

Yes, at the beginning of each case we will provide you with a written engagement letter that will define the scope of the services that we will deliver and the fee we will charge you.

**What forms of payment do you accept?**

We accept payment by check, cash or credit card. Checks should be made payable to "Littman Krooks LLP". We accept VISA, Master Card and American Express credit cards. Upon request we will provide you with a written receipt.

**May a third party pay my fee?**

On occasion, a family member or other third party will offer to pay your legal fee. We will accept payment from the family member or third party only with your consent and with the understanding that you are the client, we will protect your confidences and we will accept instructions only from you.

**After my plan has been signed and implemented, what are your feed to review and update it?**

We recommend that you periodically review your plan. Changes in your circumstances or in the law can make your plan ineffective to accomplish your objectives or carry out your wishes. If you elect to become a member of our Peace of Mind Program, for a fixed fee of \$1000 you may call us with questions about your plan. **REVISE THIS TO PERTAIN TO LK.**

**Why should I retain you to assist me when I can purchase a Will, Power of Attorney, or other legal documents on the internet?**

Yes, you can buy documents on the internet. However, documents are tools and not a plan. Even with good tools, it takes a cabinet maker to make a fine piece of furniture. At Littman Krooks, we are attorneys who continually update our skills. We will assist you in reviewing your circumstances and objectives, developing an integrated estate and financial plan based on your appropriate documents. The plan developed and implemented with our assistance will pay for itself by reducing administrative expenses, taxes and stress. In our opinion, the failure to implement an integrated estate and financial plan with professional assistance is planning to fail.

**What should I do if I am dissatisfied with the fee charged or the quality of service?**

Our goal is to exceed client expectations. However, if at any time you are dissatisfied with our fees or the services we provide; please contact the attorney who is managing your matter. If you are still dissatisfied, please contact Bernard A. Krooks.

**About this document**

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