Vakeel Ltd

Client care and engagement letter

Date: 20 November 2026

To: Jordan Client

Re: Commercial dispute, CN2026-0002

Thank you for instructing Vakeel Ltd. This letter sets out the basis on which we will act for you in relation to Commercial dispute, CN2026-0002, including the scope of our work, our fees, and how we will look after your information.

Scope of work

We will advise and act for you on the matter described above. Any work outside that scope will be agreed with you in advance.

Fees and billing

Our fees are based on the time spent on your matter, recorded as work is carried out. We will send clear invoices at regular intervals, with a plain description of the work done. Payment is due within 30 days of the date of each invoice.

Confidentiality and your information

We treat your information in confidence and in line with applicable data protection law. Your data is held securely, access is restricted to those working on your matter, and activity is recorded.

Agreement

By signing below, you confirm that you have read and accept the terms of this engagement letter.

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Signature of client

Name: Jordan Client
Date: