# Sample Retainer Letter Provisions

**[These are samples only - modify as appropriate]**

In the event of my death, disability or incapacity, I have made arrangements for [Successor Lawyer] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, or, if they are unavailable, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
as Alternate, to provide assistance in fulfilling my responsibilities as your lawyer provided that no conflicts of interest preclude them from acting.

OR

My goal is to provide you with excellent legal services. I also want to protect your interests in the event I am no longer able to serve as your lawyer. In order to do so, I have arranged with another lawyer to assist with managing or closing my practice in the event of my death, disability, impairment, or incapacity. Should that happen, my staff or the assisting lawyer will contact you and provide you with information about how to proceed.

OR

I may appoint another lawyer to assist with the management or closure of my law practice in the event of my death, disability, impairment or incapacity. Should that occur, you consent to the assisting lawyer reviewing your file and taking steps to protect your rights and assist with my practice.