

Sheila Benedict, Benedict Research Services, encourages inquiries from those persons interested in genealogical, historical, and/or forensic genealogy. For further information contact: Sheila Benedict at sheila@benedictprogenealogy.com.

If interested in retaining my services, below is a contract that you may cut and paste into your word processor or if you send contact information, I will be happy to send you a copy. Please fill it out and sign it and include information relevant to the type of research you require and any documentation that could assist with the search. If you send a query to the above email address, I will be happy to give you a rate quote. There is a minimum ten hour retainer required for all cases plus a deposit on expenses incurred for your case.

RESEARCH CONTRACT

Enclosed with this contract is a check for \$_____ (\$US) (ten-hour minimum) plus \$_____ (advance on expenses) to engage the research services of Sheila Benedict. With this contract and retainers, I authorize Mrs. Benedict and her associates to conduct_____ (Forensic or family genealogy research) on my behalf as per my requirements. Included with the retainer and signed contract are details and all pertinent information (on a separate page) of the search for which she is being retained. The client acknowledges that Sheila Benedict, and her associates, will make every reasonable efforts, in the time allotted, to find the data requested and fully understands that there are no guarantees regarding the results of the search.

Sheila Benedict agrees to provide the client with a full report of the findings. If an affidavit/legal brief is needed, please indicate in your requirements. The report/brief will include research details, a separate page listing the time and expenses incurred in the search, and the documents will be sent to the principal person listed below. The search and report will be done for client in a reasonable time from the receipt of the contract and retainer. If, after this initial search, more hours are needed, those will be negotiated at that time. The client also gives Sheila Benedict permission to use the results of the research and any related papers for any certification purposes the said Mrs. Benedict might need, such as application to the Board for Certification of Genealogists, Washington DC.

If the client requests more than the ten hour minimum in this initial request, periodic invoices will be sent by Sheila Benedict. Those are payable within 15 days of the date listed on the invoice. The full balance is due prior to the final report to the client.

Client authorized Sheila Benedict to obtain those records that would be needed to do a complete search for their particular case. If any or all of this authorization is sent via email or is a photocopy, it is considered as having the same effect and force of the original. Once the contract is signed, retainer and supporting documentation received, Sheila Benedict will return a copy to the client.

Signature (researcher):

_____ Date: _____
Sheila Benedict

Signature (Client):

_____ Date: _____

Address: _____

City, State, Zip Code _____

Phone and Fax: _____

Email: _____