



Forever Families Adoption Services, Inc.
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Foreverfamiliesadoptions.org

**Forever Families Adoption Services, Inc.
Home Study Fee Agreement**

Agreement made this _____ day of _____, 201_, between Forever Families Adoption Services, hereinafter "Agency", and _____, hereinafter, "CLIENT."

Whereas CLIENT wishes to retain Forever Families Adoption Services for work involved in 1.) Preparing and producing a written home study for the purpose of adoption, the parties agree as follows:

- SERVICES TO BE RENDERED:** Agency will conduct and arrange for all research necessary for the production of a home study. A home study includes, but is not limited to, in-depth interviews, reference checks, FDLE, local law enforcement, and DCF abuse registry clearance, an evaluation of the adoptive home, financial and medical evaluations of CLIENT(s) and others in the home, counseling and education specific to adoption, and production of a written report
- NON-REFUNDABLE ENGAGEMENT AND ADMINISTRATION FEES:** CLIENT agrees to pay _____ and will pay FOREVER FAMILIES, INC. \$ 250.00 at the time of signing of this Agreement as **an initial engagement fee** for conducting a home study, which amount is to be **non-refundable and will be** credited against the total fee. Additional fees will be charged for: travel more than 1 hour from Agency's office, phone consultation in excess of time normally required to complete the report, and at least two post placement interviews.

CLIENT agrees that no part of the engagement fee is to be refunded, and that the engagement fee is not intended to constitute the total fee: CLIENT understands that it is currently impossible to determine the exact nature and extent of the home study services to be performed in this matter, and therefore, the total fees are not able to be determined at this time.

CLIENT will make payments to FOREVER FAMILIES, Inc. by cash, check, or money order. Balance of \$_____ is due at initial home visit.

3. **COST OF HOME STUDY SERVICES:** If additional time is necessary beyond the usual and reasonable amount of time necessary to complete a home study, CLIENT agrees to pay following hourly charges:

A. Agency Time: **\$100.00** per hour

This includes, but is not limited to, phone conferences of greater than 15 minutes (unless related to completion of home study), participation in matching staffings/conferences, cumulative time of greater than 30 minutes sending out multiple home studies

B. Post-Placement Visits **\$300.00** per visit plus travel

C. Travel for families more than an **\$50.00** per hour
hour from the office

4. **COSTS:** CLIENT is responsible for and agrees to promptly pay all costs and expenses arising from the home study, to be provided by the Agency, independent of the approval or non-approval of CLIENT by Agency for adoption, guardianship, or foster care.

5. **RIGHT OF AGENCY TO WITHDRAW FROM THE CASE:** The Agency shall have the right to withdraw from the case if CLIENT does not make the payments required by this Agreement, or has misrepresented or failed to disclose material facts to Agency.

6. **ADDITIONAL PROVISIONS:** CLIENT agrees to inform Agency truthfully with regards to questions asked by Agency during the home study interview and that CLIENT will be forthcoming with any information that may be pertinent for the home study. The CLIENT acknowledges that they will keep the Agency abreast of any changes that are or would be pertinent to the home study.

CLIENT acknowledges that the Agency has made no guarantees or promises regarding the outcome of any aspect or phase of this matter, and that this Agreement constitutes and represents the entire agreement between Agency and CLIENT. Any change or waiver of any of the provisions of this Agreement shall be in writing and signed by both parties. In the event that any party engages the services of legal counsel to enforce its rights under this Agreement against any other party, regardless of whether such action results in litigation, the prevailing party shall be entitled to reasonable attorney's fees and costs from the other party. Exclusive Venue for any legal proceedings shall be in Seminole County Florida.

I agree to the above terms and conditions:

Agency Representative

Date

Client

Date

Client

Date