

## LIMITED MANDATE AGREEMENT

Between the Clinique juridique of  
the Barreau du Québec (hereinafter  
“Clinique”), represented by:

Name of student

Name of student

Name of supervising lawyer

and

Client:

Name of client

Domicile

Telephone number

Email address

Clinique file no.:

000X-00X

Court file no.:  
(if applicable)

File number

### **The parties agree as follows:**

#### **1. Description of mandate**

The services set out below are the only services that the Clinique undertakes to provide to the Client:

- Case examination;
- Doctrinal and/or jurisprudential research;
- Drafting of a legal opinion.

## **2. Client responsibility**

The Client is responsible for their file and retains control of it at all times. In addition, they must:

- a) carry out all required tasks, except those identified in the mandate description;
- b) cooperate with the Clinique and provide all documents and information related to the mandate;
- c) inform the Clinique of any negotiations being conducted, the dates on which they must appear in court or any changes to those dates, as well as any conflicts or incidents related to the file;
- d) notify the Clinique of any significant change that may affect the scope of the mandate entrusted to the Clinique;
- e) sign any and all required documents;
- f) inform the Clinique of any change in their contact information (address, telephone number, email address) to ensure they can be reached at all times;
- g) keep all documents relevant to the file accessible for consultation by the Clinique;
- h) Attend the follow-up appointment, failing which, the information, advice, and other documents will not be provided to them;
- i) Not record consultations in any way, nor use any technology, software, or artificial intelligence to produce a transcription.

## **3. Services free of charge**

The services of the Clinique are free of charge and are provided at no cost to the Client.

## **4. Individuals assigned to the case**

Under no circumstances shall the Client have the right to select supervising lawyer and students assigned to their file.

Furthermore, and notably for training purposes, the individuals who sign the present agreement may not necessarily be the same persons who will carry out the entirety of the mandate entrusted by the Client to the Clinique.

## **5. Costs and extrajudicial fees**

The Clinique assumes no costs or fees that may be associated with the file, without exception. All costs, disbursements, judicial and extrajudicial fees are the sole responsibility of the Client.

These costs may be subject to a claim by the Client against the opposing party in accordance with the criteria provided by law.

## **6. Legal aid**

The individuals assigned to the case will inform the Client immediately if they believe the Client is eligible for legal aid.

## **7. Prevention and resolution process**

If applicable, and at the time deemed appropriate, the individuals assigned to the file shall inform the Client of the various means available to resolve their dispute other than recourse to the courts (conciliation, negotiation, mediation, arbitration, etc.).

## **8. Communication and notification**

The Client understands that email communication involves certain risks related to security and confidentiality. Nevertheless, they agree to receive letters, pleadings, or other documents via the email address provided in this agreement.

## **9. Start of mandate**

This agreement takes effect as soon as it is signed.

## **10. End of mandate**

The Clinique may, for serious reasons and except in unforeseen circumstances, terminate the mandate.

For example, this may occur in the event of a breakdown of trust between the supervising lawyer, the students, and the Client, if the Client fails to cooperate with the Clinique, or acts without regard to the advice of the supervising lawyer or the students. In such cases, a written notice will be provided indicating the reasons for

terminating the mandate.

The Client may, for their part, terminate the mandate at any time, either verbally or in writing.

The mandate automatically ends when all services identified in the mandate description (Section 1) have been provided.

In all cases, a notice of termination of the mandate will be sent to the Client, regardless of the reason for termination.

### **Signatures**

And we have signed on this (date)

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Signature of Client

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Signature of student

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Signature of supervising lawyer

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Signature of student