

JRS Group

3948 Legacy Drive, Ste. 106-112
Plano, TX 75023

cell: 214-923-8762 e-mail: sl@tscm-jrsgroup.com Texas License # A-09132

CLIENT SERVICES AGREEMENT

This agreement is made this _____ day of _____, 20____, between **JRS Group**, whose address is 3948 Legacy Drive, Suite #106-112, Plano, Texas 75023; and _____ (**herein known as CLIENT**), whose address is _____, as follows:

Rates and Services

Client agrees to retain JRS Group, and JRS Group agrees to perform Technical Surveillance Counter Measures (TSCM) services on behalf of Client, as requested and authorized by _____, at the following location:

Location

Description: _____

TSCM services are charged as a flat fee based on and include:

- Square footage of residence or office space
- Number of telephones
- Number of pieces of office equipment/electronic equipment
- Number of phone and computer lines
- Known threats/Suspected threats
- Pre/Post investigation client consultation and coordination
- Travel time/mileage
- Report compilation
- Any other tasks necessary to conduct the services requested and authorized by _____ not otherwise covered in this agreement.

Flat fee does not include state sales tax (8.25%).

The hourly rate of \$75.00 per hour (plus expenses and applicable sales tax), will be charged to Client for time spent performing any and/or all of the following services on behalf of Client if the following items become necessary above the TSCM service:

- Court testimony
- Law enforcement interface
- Attorney interface
- Telephone conferences
- Preparation of subsequent written reports
- Preparation for testimony, deposition or trial documents
- Travel time
- Any other tasks necessary to conduct the services requested and authorized by _____ not otherwise covered in this agreement, from time to time.

client initials: _____

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All expenses are recorded as “at cost” and no up-charges are attached. Mileage is the I.R.S. determined charge.

Retainer and Billing

The fee determined necessary to support this case is \$_____. Full payment will be paid by Client to JRS Group prior to the commencement of any services to be performed by JRS Group. Instruments will be held for bank clearance.

If applicable, Client agrees to pay within fifteen (15) days of the receipt of an invoice from JRS Group for any follow-on work related to the TSCM service. It is further understood and agreed that a bookkeeping charge equal to 1.5% of the balance shall be added every thirty (30) days to all invoices which become thirty (30) days or more past due. If the account is placed in the hands of an attorney for collection or is collected by suit or through probate, Client agrees to pay any and all court costs, reasonable attorneys fees and any other expenses necessary to enforce the terms of this agreement.

TSCM Services Described

The level of TSCM services are determined in part by the threat assessment and information, assets or other tangible or intangible items of value to the client. Accepted industry threat levels include low, medium and high. Client understands in commissioning JRS Group for TSCM services, the range of service that JRS Group provides is in the low to mid-medium threat. Technical (electronic) threats in these levels are simple or moderately sophisticated and may include, but not limited to, off-the-shelf “spy shop” devices, line-spliced tape or digital recorders, wireless microphones, concealed “nanny-cam” style video cameras/recorders, telephone instrument tampering, wire-line tampering and mail order hard-wired or wireless “bugs.” Fees are commensurate with the threat level. TSCM service elements provided by JRS Group include:

- RF broadband evaluation from 200 Hz to 3.0 GHz
- Microwave evaluation from 2 GHz to 12 GHz
- Infrared
- Magnetic Leakage
- VLF check (electrical)
- Phone/computer wiring check
- Phone instrument check
- Office equipment check (excludes computer forensic evaluation)
- Physical inspection of furniture, lighting, appliances, crawlspace/attic, etc.
- Video
- Basic Vulnerability Assessment

Reports

JRS Group agrees to deliver to Client, within 24 hours of completion of all services to be performed under this agreement, or from time to time as requested by Client, a written report that includes a summary of services performed and the results of each TSCM element inspected.

client initials:_____

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Termination

This agreement may be terminated by Client or by JRS Group at any time by giving written notice to the other at the addresses shown herein, effective upon receipt. Cancellation of a scheduled TSCM service after payment from the client has cleared the bank will result in a cancellation charge of 25% of the fee. The remainder of the fee will be remitted to the Client. Upon termination for follow-on services to a TSCM, Client agrees to remit to JRS Group payment for all services rendered pursuant to this agreement, plus expenses and sales tax, incurred through the date of termination, if such hourly fees, expenses and sales tax are applicable.

Confidentiality

All information received pursuant to this agreement and gathered by JRS Group in the performance of this agreement shall be and remain the property of Client and shall not be disclosed by JRS Group in any manner to any person or entity other than Client, unless disclosure is otherwise required by law, in the manner required to pursue this investigation, or unless otherwise authorized by _____.

This agreement shall be governed by and interpreted in accordance with the laws of the State of Texas.

It is understood and agreed that JRS Group cannot and does not guarantee success or the desired results from the services rendered by JRS Group pursuant to this agreement.

THIS AGREEMENT SHALL BECOME EFFECTIVE UPON EXECUTION BY BOTH PARTIES AND RECEIPT OF THE RETAINER REQUIRED HEREIN.

_____:

JRS GROUP:

JRS Group

By: _____/Date: _____
_____ (Representative)

By: _____/Date: _____
Scott E. LaCagnin
Owner/Investigator

Title: _____

JRS Group is licensed by the Texas Department of Public Safety Private Security Bureau, P.O. Box 4087, Austin, Texas 78773-000.

Complaints may be directed against a company or an employee. Fax contact 512-424-7729. E-mail contact www.txdps.state.tx.us/psb. The PSB form is #22 and can be obtained from the website.

client initials: _____