

**REPUBLIC OF LIBERIA  
MONTSERRADO COUNTY**

**RETAINER AGREEMENT**

This Retainer Agreement is entered into by and between

The National Commissions on Disabilities represented by **Mrs. Ricardia B. Dennis** hereinafter known as the **CLIENT** of the City of Monrovia, Montserrado County, Republic of Liberia,

And

Howard & Partners, represented by **Attn. Daniel S. Tamba** this 9<sup>th</sup> Day of September A.D 2019 herein known as the **LEGAL COUNSEL** desirous to entering a contract of service where the **LEGAL COUNSEL** should provide legal service including but not limited to **LEGAL COUNSEL**, advise and direct representation in case of litigation in Court, hereby agree;

The total value of the contract is **US\$4,000.00**(FOUR THOUSAND UNITED STATES DOLLARS ONLY) for the provision of Consultancy for the Fiscal Year 2019/2020; payments will be done in four (4) Installments. **First Installment is US\$1,000.00** (ONE THOUSAND UNITED STATES DOLLARS ONLY) (**September & October 2019**), **Second Installment is US\$1,000.00** (ONE THOUSAND UNITED STATES DOLLARS ONLY) (**November & December 2019**), **Third Installment is US\$1,000.00** (ONE THOUSAND UNITED STATES DOLLARS ONLY), **January –March 2020** and **Fourth Installment is US\$1,000.00** (ONE THOUSAND UNITED STATES DOLLARS ONLY) ( **April –June 2020**).

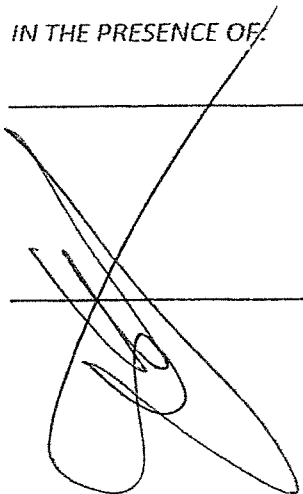
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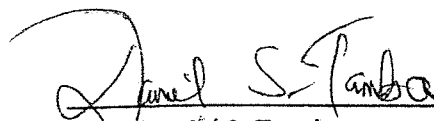
1. In consideration thereof the **CLIENT** shall pay said **LEGAL COUNSEL** the amount of **US\$1,000.00** (ONE THOUSAND UNITED STATES DOLLARS) per installment as retainer fee payable every installments. The amount is taxable by the Government of Liberia (10%)
2. The **CLIENT**, shall inform the **LEGAL COUNSEL** through the Howard & Partners Law Firm or any Firm attached to in the future by writing or in alternative by phone or e-mail in case of any legal requests
3. The **CLIENT** shall provide complete and truthful information when requested by the **LEGAL COUNSEL**
4. This agreement shall be characterized by the normal terms of confidentiality between Lawyer and **CLIENT**
5. This agreement is for the duration of **Ten (10) months** renewable at mutual consent between the parties by terms and conditions to be agreed by the parties, however, any party wishing to terminate said contract before the expiration period is required to give written notice of 30 days prior to the termination of said contract


That the **LEGAL COUNSEL** shall provide legal training for the NCD'S Staff, according to the newly Management law that has been crafted by Ministry of Finance Development and Planning, and shall also recommend a Legal minded person to the NCD for representation if absent from the Country, even in case a matter is between the **CLIENT** and another party.

7. Any party desirous of not renewing their contract is required to give a 30 days notice prior to the expiration of the contract period. This contract is subject to the Laws of the Republic of Liberia
8. That in the event, the **LEGAL COUNSEL** has to make representation out of Monrovia, the **CLIENT** should be responsible to make funds/money available for board , lodging and transportation allowance for the period the representation will cover
9. That if and when the **LEGAL COUNSEL** is to engage in litigation in any court, the **CLIENT** will make available filing fees to process the documents
10. This agreement shall be binding on the parties herein, their heirs , successor in office as though they are specifically named herein

IN THE PRESENCE OF:



  
Att. Daniel S. Tamba  
**ATTORNEY-AT-LAW**

  
Mrs. Ricardia B. Dennis  
**EXECUTIVE DIRECTOR**  
NATIONAL COMMISSION ON DISABILITIES (NCD)

