

INITIAL CONSULTATION AGREEMENT

BETWEEN Ms. /Mr.

Date of Birth:

Residing at:

Cell #..... Email

(Hereinafter referred to as "The Client/s")

AND Can-America Immigration Consulting Services Inc. has its head office and principal place of Business at Suite # 501, 77 City Centre Dr, East Tower, Mississauga, ON L5B 1M5, Canada Represented by Bency Justin (RCIC- R530741), (Hereinafter referred to as the "Immigration Consultant or the "RCIC")

On Date.....

The Client hereby acknowledges:

1. They have paid a **non-refundable fee** of Canadian \$ on for an initial consultation for with the consultant on, at time EST-
2. This initial consultation would be limited to a personal audio/video meeting for a **maximum of Forty-Five minutes** with the licensed consultant. If the Client wishes to have additional meetings with the consultant beyond this forty-five-minute initial consultation, there will be at an **additional cost of \$150 per hour**. **Additional meetings must be paid for in full in advance of meeting times.**
3. The Client agrees that a **client-consultant relationship is only established** when they have:
 - a) executed a written legal services agreement ("Agreement") confirming a representation relationship with the consultant; and
 - b) made an initial retainer deposit ("Retainer").In the absence of both an executed Agreement and Retainer payment, **no client-consultant relationship is established.**
4. Within seven days from the initial consultation, if the client retains the consultant by signing a Retainer Agreement and paying the firm's fee, the initial consultation fee **will be credited toward the total firm fee**. If the Client had requested additional consultations beyond the first initial consultation, the ***fees for those additional consultations WILL NOT be credited to the total firm fee.*** The Client also acknowledges that the above-mentioned payment is for the time spent on the consultation and evaluating the client's details for the immigration process.

5. The Client hereby acknowledges that the purpose of the consultation is only to provide the consultant with enough information to allow for a full analysis and comprehensive advice on immigration options, including estimated time frames, legal fees and costs available as of the date of consultation.
6. After the Initial Consultation, the consultant will perform a detailed analysis of the details provided by the client. At the conclusion of the analysis, the RCIC/company has the right to decline to represent the client if the representation would lead the Consultant to a conflict of interest or for any other reason that the Consultant finds relevant to the Client's case.
7. Based on information provided by the Client during the Initial Consultation, the Consultant will assess whether the Client is eligible for specific immigration programs and give recommendations.
8. If the Client retains the Consultant, the fees set out in the Retainer Agreement are an **estimate**. The Client acknowledges that even after the Initial Consultation and payment of retainer fees, if any changes in the Client's circumstances materially affect the Client's eligibility for the specific immigration program(s) being applied for, there may be **additional fees**. **Therefore, the Client must advise the Consultant if there are any material changes to the Client's circumstances**, as the Consultant may need to spend additional time and effort to produce additional documentation or revise the Client's file. The Consultant will advise the client if additional fees apply due to increased work time required or a change in the immigration program that the Client is eligible for.
9. The Consultation is subject to the counsel-client privilege, and information discussed is confidential.
10. During the consultation, the Consultant will **NOT** be able to answer the questions related to how to fill out immigration forms, nor will we be able to provide advice on any of the Client's documents.
11. Consultations generally last up to forty-five minutes but can be for a shorter or longer duration, depending on the matter being discussed, which might vary according to the client's details.
12. All information reviewed by the COMPANY, required by IRCC and all other governing bodies, and used for preparing the assessment report/application will not be divulged to any third party, other than agents and employees, without the Client's prior consent, except as demanded by law.
13. A copy of this signed agreement will be retained in the licensee's records, and a copy of the signed initial consultation agreement will be provided to the client.
14. The Company and all agents and employees of the RCIC or the Company are also bound by the confidentiality requirements stipulated by the government. By communicating with us, the Client agrees to the use of electronic communication (email and web-based services) and electronic storage of confidential information. The company will use its best efforts to maintain high security for electronic communication and information storage. However, by providing the details to the company and signing this agreement, the client

agrees and permits Can-America to forward and discuss your details with licensed immigration professionals or lawyers or their employees working with us to provide suitable immigration advice.

15. The company is responsible for representing the clients only with the Immigration, Refugees, and Citizenship Canada ("IRCC"). The Company is **NOT** responsible for contacting non-IRCC organizations or agencies such as the IELTS or CELPIP exam centers, universities, colleges, or other schools where the Client has studied, Credential Evaluation Agencies (e.g., WES, ECA), or licensing bodies (if Client is under a licensed profession- e.g., - Registered Nurse, Doctors). The Client must contact the concerned organization directly for the required paperwork from the respective organizations.
16. The Company may, at our discretion, guide the Client on how to contact other organizations on their own. If we agree to guide you, there will be additional fees to the Client for the time spent on this activity. We are not liable to contact any of those organizations on behalf of the Client.
17. The Company will not share the Client's personal information with any other person, including the spouse, parent, or child of the applicant, unless the Client submits a signed authorization letter authorizing the Company to communicate to another person on their behalf. The letter must contain the full legal name of the authorized person, their contact information, and their relationship to the Client. Only one authorized person may be added.
18. These terms and conditions shall be governed by the laws and regulations applicable to immigration and citizenship consultants in Canada.
19. The Consultant is a member in good standing of the College of Immigration and Citizenship Consultants, Member: R530741, and as such, is bound by its By-laws, Code of Professional Ethics, and associated Regulations.

Acknowledgement and Agreement

By signing below, the client/s acknowledge that the client/s has read and understood the terms and conditions of this agreement and agrees to be bound by all terms and conditions of this agreement.

Signature of Client(s)
Name of Client/s:

Signature of RCIC, Bency Justin

Disclaimer: The information provided to the consultant by the Client in the Initial Consultation form and during the consultation meeting is to assess the Client's case. The advice provided during the consultation is based on the information available at the time and may be subject to change based on new information or changes in the law. It is the client's responsibility to make sure about the updates, if any, before proceeding with the PR application. The initial consultation **DOES NOT** establish a continuing Client-consultant relationship.