

Dr. George Kirkham and Associates, Inc.

Criminal Justice Consultants – Established 1975

Fee & Expense Policies Agreement

Case Preparation: It is my practice once I have been requested to participate in a case to require remittance of a \$8,500 retainer. This flat fee is nonrefundable and covers in its entirety whatever research and analysis I may have to engage in to effectively evaluate your case; as well as prepare for a discovery deposition and potential trial testimony. Specifically, the flat fee retainer encompasses the following: my analysis and evaluation of all relevant material provided by your office in the process of formulating professional opinions concerning the case; all conference calls and meetings which you may wish to schedule for purposes of discussing the case or obtaining guidance throughout the discovery process. I encourage you to contact me as often as you wish for assistance. All substantive discussions regarding your case will be with me personally. ***Please note that the flat fee retainer does not include requested written reports and affidavits; nor research related specifically to the preparation of such documents—as discussed below.***

Reports and Affidavits: I meticulously prepare every written report requested by a client and personally conduct all research required for its preparation. It has been my experience over the years that the thoroughness and quality of my reports often prove helpful in successfully resolving complex litigation. Due to the substantial time normally required to prepare a written report, I will provide your office with an itemized invoice at the rate of \$300 per hour for any requested report. This sum is due and payable in full upon receipt and acceptance of the final report. I utilize the same billing procedure with respect to the preparation of affidavits.

Any use of a **DRAFT REPORT OR AFFIDAVIT** I have prepared prior to my complete compensation for such a product is strictly prohibited. This includes the use of such documents at mediation as well as during settlement discussions with opposing counsel by you or your representatives.

Discovery Depositions: During the Covid-19 pandemic I am conducting all discovery depositions and attorney client conferences virtually via computer. I charge a flat fee of \$3,500 for discovery depositions and require that all deposition fees be paid prior to the day of the deposition. I rely upon the firm with which I am working to communicate my Fee & Expense Policies regarding discovery depositions to opposing counsel. It is my practice to charge a flat fee of \$6,000 for any De Bene Esse deposition which is used at trial in lieu of my personal appearance.

Trial Testimony: In the event that a case is not settled and proceeds to the stage of trial, my fee for expert witness testimony is \$6,000 plus whatever travel and per diem expenses are associated with my court appearance. I will provide your firm with a detailed written

invoice reflecting this sum prior to the date of my proposed testimony. The full invoice amount must be received prior to my departure for trial. In the unlikely event that conditions at a trial necessitate my presence for additional days, there will be a flat fee of \$2,400 for each day (or any portion thereof) in addition to related per diem expenses. This sum will be due and payable at the time of my trial appearance.

Trial Cancellation Policy: I normally begin my preparation for trial testimony one week prior to my scheduled appearance. In the event that a case is settled or continued during that period of the time I charge a flat cancellation fee of \$2,500. (This covers any trial preparation work I may have done; as well as any related expenses (e.g., airline and hotel cancellation penalties).

Mediation: My fee for participating in video presentations of my professional opinions in a case is \$300 per hour (this fee applies to preparation for and participation in litigation related videos). Any use of such a video product without my full compensation in advance is strictly prohibited. This includes use of video excerpts of my opinions during mediation and/or settlement discussions with opposing counsel.

Site inspections: My chief assistant Dave Gregg is a former police lieutenant with many years of experience in both private security and law enforcement. He is also a licensed private investigator. Mr. Gregg charges \$150.00 per hour (plus related per diem expenses) for site inspections conducted at my request on cases in which I have been retained as a consultant and potential expert witness.

Other Professional Services: My resources as a case consultant and expert witness include the services of five (5) licensed private investigators with extensive collective experience in law enforcement and private security operations; as well as a crime statistician whose background includes the graphic presentation of demonstrative evidence for litigation involving police calls to a given location and crime in the immediate area. I also have a lighting specialist who is certified to conduct illumination measurements with a calibrated instrument and diagram the spatial distribution of light at a given location.

ANY OFFICIAL LISTING OR DESIGNATION OF ME AS AN EXPERT IN A CASE WITHOUT MY EXPRESS PERMISSION AND FORMAL RETENTION IS STRICTLY PROHIBITED.

I understand and accept the above terms and conditions relative to Dr. Kirkham's professional services.

SIGNATURE OF CASE ATTORNEY:

DATE:
