

OFFICE-SHARE AGREEMENT #1

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This office-share agreement is entered into between the Law Offices of _____ and the Law Offices of _____, sole practitioners. Terms of the agreement are:

1. This agreement is intended to be a temporary contract, to be renegotiated _____ or earlier, if mutually agreed upon by all parties.
2. _____ agrees to pay _____ \$ _____ per month plus 40% of income from hourly and contingent fee legal cases performed by _____ which he/she collects, due the first of each month. He/she shall provide a statement of accounting with the payment each month, with the source of each case identified. He/she may opt to pay a share of the office expenses and rent for the remainder of the contract life in lieu of \$ _____ + 40% upon giving one month's notice of his/her intent. The office-share is \$ _____ and pays for general office supplies and rent plus \$ _____ for 1/3 time of full-time secretary/receptionist.
3. _____ and _____ may negotiate flat fees for particular legal services rendered to each by the other party, for clients of each. This amount will not be calculated into the amount from item #2 above.
4. _____ and _____ may negotiate sharing of particular office expenses as office expense issues arise, but this negotiation does not affect obligations for payment under item #2 above.
5. _____ shall not be responsible for expenses regarding general office supplies, maintenance of fax and photocopy, electricity, phone unit, and security. He/she shall pay his/her expenses incurred, including his/her annual Bar dues, malpractice coverage assessments, promotional costs, club expenses, business cards, letterhead, envelopes, other stationery-related expenses, telephone expenses, long-distance fax line expenses, postal expenses, furnishings except for phone unit, and all of his/her computer-related and furniture expenses.

This agreement is entered into the _____ day of _____.

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LAW OFFICE OF

This sample is offered for the purpose of generating ideas. Inclusion of these materials is not an endorsement or recommendation of its terms.