

Ghost Legal | Flat-Rate Services Terms and Conditions (Revised 10/10/2026)

This section outlines the terms under which You and Law Offices of Jami M. Kohn a/k/a Ghost Legal (“Ghost Legal”) agree to work together and will take effect upon engagement, after which You will be bound by this agreement (“the Agreement”).

General Terms

By engaging Ghost Legal’s flat-rate services, Ghost Legal will have been engaged to provide legal services to You and/or Your firm (“You”) for various legal research and writing projects related to pending and future cases handled by You. It is understood that Ghost Legal is being engaged by You and not by Your client(s). Ghost Legal will report to You and its work will be supervised and overseen by You. You will review and approve any work product contemplated by the Agreement before it is passed on to the client(s) or others in any form.

If You are entering into this Agreement on behalf of a company or other legal entity, You represent that You have the legal authority to bind such entity to these terms, in which case the terms “You” or “Your” shall refer to such entity. If, after Your engagement of Ghost Legal’s services, we find that You do not have authority to bind the entity for which You ordered, You will be personally responsible for the obligations in this Agreement and the order You placed, including without limitation, the payment obligations. We are not liable for any loss or damage resulting from our reliance on any instruction, notice, document or communication reasonably believed by us to be genuine and originating from an authorized representative of Your company. If there is reasonable doubt about the authenticity of any such instruction, notice, document, or communication, we may, but are not obliged to, require additional authentication from You.

Ghost Legal is a provider of legal research and writing services and, as such, does not have an attorney-client relationship with You or Your client(s). Ghost Legal is not counsel of record for Your client(s) and does not have an attorney-client relationship with them. Nevertheless, Ghost Legal will maintain the confidentiality of any and all client information which it may learn in its capacity as a research and writing service provider to You, to the same extent as if it had an attorney-client relationship with Your client(s).

For business purposes, Ghost Legal operates as an independent contractor. Therefore, You should neither withhold nor pay on Ghost Legal’s behalf income tax, social security or any other payroll taxes. Ghost Legal understands that

payment of taxes is its responsibility and that it is not entitled to employee benefits or statutory mandates such as workers' compensation or unemployment insurance. You and Ghost Legal each carry separate professional liability insurance.

You will disclose all parties and potential parties in connection with any matters upon which Ghost Legal is engaged. Ghost Legal will check its records and confirm that no conflict of interest prevents Ghost Legal from undertaking any given project. You agree to ensure that Ghost Legal does not have access to files, documents or other information about Your client(s) other than what is necessary to complete any given project.

It is understood that Ghost Legal is free to provide legal services to others during those hours when it is not providing services to You pursuant to this Agreement.

Projects

Each flat rate includes reasonable revisions to the delivered work product. The rate does not vary with the size of the record or the volume of materials reviewed.

Ghost Legal does not file or serve documents. You are solely responsible for reviewing the final work product, confirming that it is accurate and complete, and signing, filing, and serving it.

Ghost Legal schedules projects to allow adequate time for research and drafting. Ghost Legal may decline any project whose deadline does not allow that time, and accepts short-deadline projects only at its discretion.

Billing and Payment

Projects are billed at the published flat rate in effect on the date Ghost Legal accepts the project. Published rates are subject to change.

Ghost Legal will bill You for Flat-Rate Services upon completion of the project. You shall provide payment in full within 30 days from the statement date. You are responsible for payment to Ghost Legal for billed services whether or not the client pays You. You hereby waive the right to contest any charges made for flat-rate legal services if no written complaint is received by Ghost Legal within 30 days of the date of the statement. Interest shall accrue at the rate of 18% per annum (1.5% per month) on balances not paid within 30 days of the statement date. Partial payments, if accepted, will be applied first to accrued interest through the date of payment and then to outstanding principal.