

**BECHTEL & SANTO, L.L.P.**  
**FEE AND FILE RETENTION POLICY 2010**

The following fee and file retention policy applies unless other terms are specified by the Firm in writing at the time of engagement or the beginning of a project.

Our billing rate for all time spent by attorneys Betty Bechtel or Michael Santo is \$230.00 per hour; our billing rate for all time spent by associate Jim Colling is \$180.00 per hour; paralegal services are billed at the rate of \$85 per hour. Travel time is billed at 50% of the regular hourly rate. Regarding expenses, there will be no charge for normal copying, faxes, or for long distance telephone calls within the United States. There is no charge for the first 25 pages copied per copy job; thereafter, copies are billed at \$ .20 per page. We will charge for all foreign long distance telephone calls, expenses for depositions, document and court filing fees, witness fees, expert witness fees, consultant fees, postage, air transportation and other out-of-pocket expenses at the rates charged to us. Mileage expenses for travel out of Mesa County will be billed at the IRS approved business-mileage rate.

The billing cycle is monthly. Payment is due within 30 days from the date of the statement. The Firm reserves the right to charge interest at the rate of 1% per month on overdue fees, charges and expenses. We generally do not require retainers, but may do so before becoming counsel of record in any agency action or litigation. Our rates are reviewed annually. Clients who have current charges at the time of a rate change will receive notice of the rate change in their monthly statement at least one month in advance of the effective date of the change. The current billing rates for our services are always available upon request.

Regarding file retention, inactive files that are more than ten years old are subject to destruction, in the discretion of the Firm. Prior to destruction, the Firm will review client files to avoid the inadvertent destruction of original client documents. Originals will be returned to the client if the client has kept us informed of a current address or telephone number. Clients may request a copy of their file at any time, and the Firm will comply. The Firm may charge the client the reasonable costs of copying and assembling the records. Documents that contain the internal impressions, thought processes, and notes of the attorneys or paralegals are considered "work product" and remain the property of the Firm. This material need not be retained or copied and may be destroyed at the discretion of the Firm without notice to the client.