

CLIENT SERVICES AGREEMENT

Everything About Timeshares — Document Preparation Services

This Agreement is between Wayne C. Robinson ("Service Provider") and the undersigned Client(s), as of the date signed below.

1. Nature of Services

Service Provider is a document preparation service, not a law firm, and does not provide legal advice or legal representation. Client is encouraged to consult a licensed attorney if they need legal advice.

2. Scope of Services

Service Provider prepares the following on Client's behalf:

1. Notice of Cancellation / Surrender of Rights
2. Quitclaim Deed (where a deeded interest applies)
3. FDCPA debt-validation correspondence
4. FCRA credit-dispute correspondence, and advance notice to the three major credit bureaus

Client is responsible for having all documents notarized and sent via certified mail, return receipt requested, and for retaining proof of mailing.

3. Fees and Payment Schedule

Total fee: \$2,000

1. 50% (\$1,000) due upon signing, to begin preparation of Client's case.

2. 25% (\$375) due upon completion of Client's documents.
3. 50% (\$1,000) due days from this agreement unless refunded under section 4.1.

4. 90-Day Guarantee

Beginning on the date documents are submitted to the resort, Service Provider tracks Client's case for 90 days. At the end of that period:

1. If Client has received written confirmation from the resort that the cancellation/surrender was accepted, the matter is considered resolved and no refund is due.
2. If Client has not received confirmation, and can provide documented proof that the resort formally rejected the cancellation/surrender, Client is entitled to a full refund of fees paid.
3. If Client has not received confirmation and cannot provide proof that the resort formally rejected it — including cases where the resort simply has not responded — the balance remains due in full and no refund is issued.

Client must promptly forward to Service Provider any correspondence received from the resort, a collection agency, or a credit bureau.

6. Client Responsibilities

Client agrees to provide accurate, complete information; have all documents notarized and mailed promptly; forward any resort, collector, or credit bureau correspondence to Service Provider; and respond to requests for information within 10 business days. Failure to meet these responsibilities may void the guarantee in Section 4.

7. Co-Ownership

Where more than one person owns the timeshare, all owners must sign all documents before Service Provider proceeds.

8. Limitation of Liability

Service Provider's total liability under this Agreement is limited to the fees paid by Client. Service Provider is not liable for actions taken by the resort, any collection agency, any credit bureau, or any other third party.

9. Confidentiality

Client's personal, financial, and account information is kept confidential except as necessary to perform the services described in this Agreement.

10. Governing Law and Disputes

This Agreement is governed by the laws of the State of _____. Disputes will be resolved by ☐ binding arbitration ☐ small claims court in _____ County, prior to either party pursuing other legal action.

11. Entire Agreement

This Agreement is the entire understanding between the parties and supersedes prior oral or written representations. Amendments must be in writing and signed by both parties.

SIGNATURES

Client 1 — Print Name: _____

Client 1 — Signature: _____

Date: _____

Client 2 (if co-owner) — Print Name: _____

Client 2 — Signature: _____

Date: _____

Wayne C. Robinson, Everything About Timeshares — Signature:

Date: _____