



a division of CAPCOM, Inc.

9 Tanner Street, East Entry, Haddonfield, NJ 08033 – 856.428.0878 (p) – 856.428.9401 (f)

This AGREEMENT made on this the ____ day of _____, 20____ between PVL Forensics (a division of CAPCOM, Inc.) and _____ (herein referred to as "Client") with an address of _____

Case Name: _____ Case Number: _____ Evidence Number(s): _____

Letter of Engagement for Storage of Forensic Images, Case Data, and/or Exported Data

This engagement letter will become part of the original agreement entered between the client and PVL Forensics. All terms and conditions of the original agreement will remain in full force.

Storage of electronic media is based on the size of the data stored. Client is responsible for the following monthly charge:

Data Amount	Monthly Fee
Up to 500GB	\$105.
501GB – 1.0TB	\$150.
1.1TB – 1.5TB	\$195.
1.6TB – 2.0TB	\$240.
2.1TB – 2.5TB	\$285.
2.6TB – 3.0TB	\$330.
Above 3.0TB	\$375. plus \$25. per each 500GB additional above 3.0TB

Client is responsible for the first three months of storage fees. After the third month, the client will be billed on a monthly basis. Terms are net 15 days. In the event client becomes more than 60 days delinquent, PVL reserves the right to cease storage of the data and will no longer maintain responsibility of forensic image(s). PVL will notify client in writing of delinquency and permit client 14 days to submit any past due payments. If account is not fully paid within the 14 days, PVL reserves the right to destroy all image(s). If court order is provided to PVL for maintaining image(s) and other data and client account is still not fully paid, PVL will provide all image(s) and all data to client (or client counsel) and no longer maintain responsibility of preserving image(s) and data.

In the event client no longer desires PVL to retain the forensic image(s) and/or related data, client is to provide in writing to PVL, a request to cease storage of the data. Client can request the image(s) and/or data to be returned to the client or request that PVL destroy the data. Client is responsible for all shipping costs of the image(s) and/or data.

Any storage fee paid by client for after the termination date of this agreement will be refunded to client from PVL. Any fees due PVL for unpaid storage fees will be paid by client prior to PVL returning the image(s) and/or data to the client.

PVL will make every effort possible to preserve and secure the forensic image(s) and/or data of this case. In some instances, beyond the control of PVL, will PVL be unable to preserve and secure the forensic images(s) and/or data. This includes, but is not limited too, uncontrollable acts of nature and other unforeseen circumstances that prevent PVL from properly preserving and securing the forensic image(s) and/or data. Client will indemnify and hold PVL harmless of any and all claims, liabilities, losses, fees, and attorney fees with regards to PVL's inability to properly preserve and secure the forensic image(s) and/or data pertaining to the above noted case.

Entered into the date as mentioned above herein:

PVL Forensics
a division of CAPCOM, Inc.

David S. Capelli, MBA, CFC, ACE, CUC, CCE, DFPC
Duly Authorized Representative of PVL Forensics

Client:

Duly Authorized Representative of Client

Signature

Signature