



RETAINER AGREEMENT

RCIC MEMBERSHIP NUMBER: R530433

This agreement has been made by and between above stated

CICC member MANDEEP KAUR BRAICH (DIRECTOR OF BRIGHT LINK IMMIGRATION SERVICES LTD) and

Applicant's name:

Phone number:

Email address:

IMMIGRATION PROGRAM:

RCIC Responsibilities and Commitments: The Client asked the RCIC and the RCIC has agreed, to act for the client's in the matter of immigration to CANADA under the above mentioned Immigration Program.

The RCIC agrees to the following:

- Assess Client's qualifications; Assist the Client in the preparation of his/her application; Collate the documents necessary in support of the application; Review, compile, and prepare case submissions and file with the relevant immigration office(s); Faithfully Keep Client reasonably informed of case progress.
- Hold in strict confidence all information concerning the CLIENT acquired during the course of professional relationship, and not disclose such information unless disclosure is expressly or impliedly authorized by the CLIENT, is required by law, or is otherwise permitted by the rules;
- Assist client with respect to the preparation for any interview granted in consideration of his/her application. Ensure safekeeping of the client's property in accordance with the law and with reasonable care.
- Communicate all correspondence from IRCC with the client within 2 working days.

Client's responsibilities and Commitments: Client must provide, upon request from the RCIC:

- Faithfully provide all information and documents requested by the RCIC; Client shall be solely responsible for all the consequences for submission of false or incorrect information and/or documents that are not legal, valid and genuine especially education and work experience, Client will be responsible for any consequences arising out of any non-submission or delayed submission of documents. Also, disclose to the RCIC all information related to any and all of the Client and client's dependents, current or prior criminal charges and/or convictions;
- Forthwith advise RCIC of any and all communications received by the Client from the processing visa office; or any changes in address, contact information or anything can affect the application. In the event IRCC, CIC or HRSDC or any other Canadian authority should contact the Client directly, the CLIENT is instructed to notify the RCIC immediately.

- Forthwith pay the processing fees levied by the processing visa office, Client has a duty to accept and act upon RCIC's advise on all matters relating to his/her case and to provide true and accurate information as per his/her knowledge.
- Processing fee by the visa office will be charged on clients credit card. These government fees may be subject to change and client is responsible to pay the correct fees at the time payments are to be made.

TOTAL FEE TO BE PAID TO BRIGHT LINK IMMIGRATION SERVICES LTD. FOR THE IMMIGRATION SERVICE PROVIDED- \$ _____

FEE IS DUE UPON SUBMISSION OF THE APPLICATION, 50% DEPOSIT IS REQUIRED TO BEGIN THE PROCESS.

(Please be advised that there will not be any refund of the professional fees charged and shall be entitled to full payment in case of rejections for any reasons or withdrawal by the client and the fee is due before the submission of the application).

- Mandeep Kaur Braich, is a member in good standing of the CICC and as such, is bound by its By-laws, code of professional ethics, and associated regulations.
- Agreement is terminated upon completion of the application/ agreement as per section 2.
- Agreement is considered terminated upon the written request of the CLIENT to the RCIC or pursuant to article 14 of the professional ethics by the RCIC, provided withdrawal does not cause prejudice to the CLIENT.

Client acknowledge that they have read this agreement, understand it, have obtained such independent legal advice as they deem appropriate, have sought translation and agree to be bound by its terms. Client acknowledge that they have requested that the agreement be written in the English Language.

CLIENT SIGNATURE:

Dated:

RCIC AND DIRECTOR OF BRIGHT LINK IMMIGRATION SERVICES LTD.- MANDEEP KAUR BRAICH

SIGNATURE:

Dated: