

ROBIN  
BROWN  
WALTON  
A Professional Corporation

Date:

Dear \_\_\_\_\_

I have been appointed to conduct a Social Study regarding the circumstances and conditions of the child (ren), who are subjects of a suit, and into the homes of those seeking custody of the child (ren). A Social Study is conducted in order to provide a recommendation to the Court about custody and possession of the child (ren), along with rights and duties that should be allocated to each conservator. The recommendation made in this Social Study is reached through individual interviews, home visits, and completion of questionnaires provided, data received from collateral references and other evidentiary information collected.

My hourly rates are \$180.00 and I require a \$1200.00 retainer to get started with the process. For your convenience, I accept credit cards although do have to add a 5% surcharge as I am charged by your credit card company.

As part of this investigation, you can expect to have at least 2-3 individual sessions in my office, which will be approximately 1 ½ to 2 hours in length. Please bring copies of any information to these sessions that you believe will be helpful for me to have. After these interviews are completed (a social history session and response session), I will conduct a home visit to your residence while your children are in your possession. It is imperative that whoever lives or stays in the home also must be present. The home visit can take anywhere from 1 ½ hours or longer and you will be charged for my driving time to and from your house. If it becomes necessary for me to travel outside of Bexar or surrounding counties and I have to fly in order to get to your home visit, you will be expected to provide airline tickets, transportation, as well as hotel and meal costs, if applicable. If I have to be out of my office for the entire day to conduct your home visit, I charge a flat fee of \$1500.00 per day.

During the home visits, I will meet with your children and interview them separately from you and each other. We will go over the paperwork you have been asked to complete to insure it is properly finished and I will be taking photographs of your home for my report.

Following all the interviews, home visits and completion of paperwork, I will be sending out reference questionnaires to the names of collaterals you provide me. I then will write a Social Study Report that will be submitted to the Court and sent to your attorneys. Prior to doing this however, I will be asking for an additional \$1200.00 from each party. Please also understand that if your initial \$1200.00 retainer does not cover the costs of all the interviews and home visit, you will be billed additionally at my hourly rate.

Please note that this entire process takes 60 days or longer, depending on how cooperative clients are in scheduling appointments and paying fees. If your case is extraordinarily complex or psychological testing is required, that may also cause a delay. Your patience is appreciated as I take my role in making custody recommendations very seriously and feel it is important that enough time is given for the investigation.

Please contact my office as soon as possible to set up your first appointment and I look forward to meeting and working with you.

Respectfully,

Robin Brown Walton  
Social Study Investigator