



Over \$3 Billion and Counting for our Schools

131 - 6/17/26

GOVERNOR Kelly A. Ayotte
CHAIRMAN Erle B. Pierce
COMMISSIONER H. Andy Crews
COMMISSIONER Stuart D. Trachy
EXECUTIVE DIRECTOR Charles R. McIntyre

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

May 29, 2026

REQUESTED ACTION

The New Hampshire Lottery and Gaming Commission (Lottery) seeks approval to **retroactive, unencumbered** payment to Fisher & Phillips LLP, 200 State Street, 7th Floor, Boston, Massachusetts, 02109 (VC #553146), in the amount of \$6,425.91, for H-1B COE – Jahnavi Thotapalli, upon Governor and Council approval for the period of August 25, 2025, through January 15, 2026. **100% Lottery Funds.**

Funds are available in New Hampshire Lottery Commission Account, as follows:

	<u>FY2026</u>
06-083-083-830013-20280000-46-500464 - Consulting Fees	\$6,425.91

EXPLANATION

Fisher & Phillips LLP provided legal services to the Lottery. The Lottery engaged this firm to provide assistance on immigration matters with a letter signed by both the Lottery’s executive director and the New Hampshire Department of Justice. This request is **Retroactive** due to the timing of receiving the invoice after the services were rendered through effective date of January 15, 2026.

Thank you for your consideration and please contact me should you have any questions.

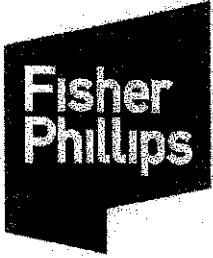
Respectfully submitted,

Charles R. McIntyre
Executive Director



553146 B001
20280000 500464

PRIVILEGED AND CONFIDENTIAL ATTORNEY-CLIENT COMMUNICATION



Fisher & Phillips LLP
200 State Street
7th Floor
Boston, Massachusetts 02109
(617) 722-0044 Tel

www.fisherphillips.com

(Tax Identification No. 58-0619559)

State of New Hampshire - NH Lottery Commission
14 Integra Dr
Concord, NH 03301

January 20, 2026
Invoice Number: 2275522
Client Matter Number: 68844.0007

Attention: Sharda Bhamadipati Rao
Sharda.B.Rao@Lottery.nh.gov

RE: H-1B COE - Jahnvi Thotapalli - 2025

For Services Rendered Through January 15, 2026

FLAT FEE AGREEMENT \$3,000.00

Sub-Total Fees: \$3,000.00

DISBURSEMENTS

12/19/2025	USCIS Filing Fee - Jahnvi Thotapalli	\$500.00
12/19/2025	USCIS Filing Fee - Jahnvi Thotapalli	\$600.00
12/19/2025	USCIS Filing Fee - Jahnvi Thotapalli	\$780.00
12/19/2025	USCIS Filing Fee - Jahnvi Thotapalli	\$1,500.00
01/15/2026	Federal Express Delivery Charges	\$45.91



Sub-Total Disbursements: \$3,425.91

TOTAL CURRENT BILLING: \$ 6,425.91

Sharda Rao
1-21-26

Be

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Handwritten vertical text on the left margin.



fisherphillips.com

Boston
200 State Street
13th Floor
Boston, Massachusetts 02109

(617) 722-0044 Tel
(617) 532-5899 Fax

Writer's Direct Dial:
(617) 532-5892

Writer's E-mail:
bcoughlin@fisherphillips.com

August 28, 2025

VIA ELECTRONIC MAIL

Charles McIntyre, Executive Director
State of New Hampshire, New Hampshire Lottery Commission
14 Integra Drive
Concord, NH 03301
Charles.R.McIntyre@lottery.nh.gov
(603) 271-3391

Re: Engagement for Immigration Legal Services

Dear Director McIntyre:

Thank you for selecting Fisher & Phillips LLP to represent the State of New Hampshire, New Hampshire Lottery Commission, in connection with immigration related matters. This letter, and accompanying Appendices, detail the scope of our client relationship and outline the fees for our services.

Legal fees and other charges are explained in the accompanying Summary of Engagement (Appendix A), Immigration Legal Services Agreement (Appendix B), and Fee Schedule (Appendix C) which set forth in detail the terms on which we will represent you. Please review the Appendices carefully.

If you have questions at any time, regarding the scope of our representation, the handling of any matter or the content of any invoice, please do not hesitate to contact me. We appreciate the confidence you have shown by selecting us as your counsel and look forward to working with you.

Sincerely,

Brian J. Coughlin
Partner

Fisher & Phillips LLP

Atlanta • Baltimore • Boston • Charlotte • Chicago • Cleveland • Columbia • Columbus • Dallas • Denver • Fort Lauderdale • Gulfport • Houston
Irvine • Kansas City • Las Vegas • Los Angeles • Louisville • Memphis • New Jersey • New Orleans • Orlando • Philadelphia
Phoenix • Portland • Sacramento • San Antonio • San Diego • San Francisco • Seattle • Tampa • Washington, DC

FP 43072898.1
FP 54216893.1

FISHER & PHILLIPS LLP

Engagement Letter
State of New Hampshire, New Hampshire Lottery Commission

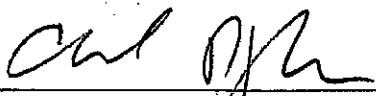
Acknowledgement and Acceptance

If you agree to the terms outlined in this letter, Summary of Engagement (Appendix A), Immigration Legal Services Agreement (Appendix B), and Fee Schedule (Appendix C), please sign a copy of this acknowledgement and acceptance, and return an executed copy for our files.

By signing this agreement, you acknowledge that you have read and understand it, and agree that its terms are fair and reasonable. You acknowledge that you have had the opportunity to ask any questions you may have concerning this agreement. You are encouraged, if you so desire, to consult with another attorney, or anyone else, about any of the terms of this agreement before you sign it.

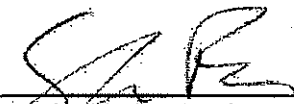
AGREED TO AND ACCEPTED:

State of New Hampshire, New Hampshire Lottery Commission

By: 
Charles McIntyre, Executive Director

APPROVED BY:

State of New Hampshire, Department of Justice

By: 
Christopher G. Bond
Associate Attorney General

CC:
BJC/

APPENDIX A**SUMMARY OF ENGAGEMENT**

We appreciate your confidence in selecting Fisher & Phillips LLP ("Firm") to represent you ("Client") in connection with immigration related matters as requested by you from time to time. The rules of professional responsibility applicable to lawyers strongly encourage written agreements between lawyers and their clients to ensure that there are no misunderstandings that could compromise the representation. For that reason, this document sets forth the standard terms of our engagement as your lawyers. Unless modified in writing by mutual agreement, these terms will be an integral part of our relationship. Therefore, we ask that you review this statement carefully and contact us promptly if you have any questions. We suggest that you retain a copy of this agreement, and we will do so as well.

 Scope and Duration of Representation

It is our policy that the person or entity that we represent is the person or entity that is identified in our engagement letter. Unless the Firm agrees in writing to do so, our engagement does not include any employees, affiliates, or members of that person or entity. This agreement is effective as of the date the Firm first began to render legal services to you.

Our practice focuses on advising and representing employers and comparable entities in matters arising under the laws governing labor, employment, immigration and benefits, and our representation is limited to the matter or matters described in the accompanying letter (although the scope of that representation might be enlarged by a supplemental engagement letter). We do not provide advice or representation concerning whether any matters are covered by a client's insurance policies, and, in the event of a dispute over coverage, we cannot advise or represent you in connection with such a dispute. We therefore urge you to review your policies to determine whether any matter for which you might retain us is covered by such a policy; if you believe that the policy might cover any such matter, it will be your responsibility to notify the insurance company.

We do not practice securities law or corporate law, and we do not advise our clients on such matters. Neither do we undertake to determine or advise our clients whether any matter or potential matter is material or must be disclosed for financial-audit purposes.

An attorney/client relationship will exist between us for the duration of the matter for which we have been engaged, unless that relationship is earlier terminated in writing by either of us. In cases in which we have been engaged to provide general labor and employment advice, the relationship will end twelve months after the last substantive work you ask us to perform. The term "substantive work" does not include routine responses to auditors' requests. All advice and assistance provided by the Firm to the New Hampshire Lottery Commission, or any other New Hampshire State agency will be subject to the supervision of the Office of the Attorney General.

During the representation, our advice will of course be consistent with applicable legal principles and interpretations as of the date we provide it. However, those principles and interpretations are subject to change, and we cannot undertake to advise you of later changes at our own initiative.

We will be pleased to respond to future requests that we reevaluate our advice in light of any such developments.

Management of Engagement

Each client is served by a responsible lawyer who has primary responsibility for communication between the Firm and the client. The responsible lawyer should be someone in whom you have confidence and with whom you enjoy working. Therefore, you are always free to request a change of the responsible lawyer by request to the Managing Partner of the office where the responsible lawyer is located or to a member of the Firm's Management Committee. With our engagement, I will be primarily responsible for the firm's representation but may call upon other lawyers and legal assistants as I believe appropriate in the given circumstances. This delegation may be for the purpose of involving other lawyers who have special expertise or to provide services on the most efficient and timely basis.

Fees and Charges

We are sometimes requested to estimate the amount of fees and costs likely to be incurred in connection with a matter. Whenever possible, we will furnish such an estimate based upon our professional judgment, but always with a clear understanding that it is not a maximum or fixed-fee quotation unless otherwise agreed in writing signed by you and us. For flat fee matters, legal fees are governed by our Fee Schedule (Appendix C), but a variety of other factors, including outside vendor costs, education evaluation costs, advertising costs, FedEx and courier costs, and government filing fees, are always subject to change, which is beyond our control. The ultimate cost of a given matter is often more or less than the estimated amount.

All fees are to be kept confidential between us, subject to RSA 91-A. In addition to our flat fees, the Firm will charge separately for certain costs incurred in the representation, as well as for any out-of-pocket payments to third parties that we make on your behalf. Such costs and disbursements will be passed along to you at cost, and generally include, but are not limited to, the following: government filing fees; outside vendor fees; overnight delivery services; messenger and courier services; postage; expert opinions, translations and education/credential evaluations; stamps; title search and insurance; witness depositions; investigative expenses; and other charges necessitated by the circumstances of the engagement. Any costs and disbursements above \$300 shall not be incurred without first obtaining your express approval, with the exception of advertising costs which are incurred as a mandatory part of the PERM Labor Certification process. For major disbursements to third parties, invoices may be directly sent to you for payment. In addition, for flat fee matters we add a Miscellaneous Charge to cover non-itemized miscellaneous costs and expenses including, but not limited to, the following: normal photocopying, phone charges, and other non-itemized incidentals. A specific per-case Miscellaneous Charge is reflected in our Fee Schedule. Cases initiated and subsequently cancelled will be partially invoiced based upon the amount of work completed at the time of cancellation.

Where circumstances permit, fees for any out-of-scope services not included in the Fee Schedule will be separately agreed upon in advance by you and the Firm, and set forth in writing. If the Firm performs out-of-scope services at your request, and no separate agreement is in place, you will pay for those services at the Firm's ordinary hourly rates after providing written pre-authorization. We will not engage in hourly billing, unless this arrangement is expressly

FISHER & PHILLIPS LLP

Engagement Letter
State of New Hampshire, New Hampshire Lottery Commission

communicated to you in advance, and only after your written approval. The parties may mutually agree to change the scope of Services by amending the Fee Schedule in writing. We are also amenable to revising the Fee Schedule to set a flat fee for new Services. The parties shall discuss any adjustments to fees in the event of a substantial change in law or the administrative process required for the delivery of the Services.

Where flat fee billing may apply, upon our receipt of all, or any portion of the flat fee, the funds are property of Fisher Phillips LLP and will not be placed into a trust account. The fact that the fee has been paid in advance does not affect your right to terminate the client-lawyer relationship. In the event that the relationship is terminated before the agreed-upon legal services have been completed, you may or may not have a right to a refund of a portion of the fee.

Although it is ordinarily the policy of our firm to obtain an advance retainer from new clients to be held in trust for the duration of your matter and applied to our final bill, we have waived that requirement in this instance. We reserve the right to ask you for such a deposit in the future should circumstances warrant. As we will not require an advance against fees or other charges, we do require timely payment upon presentation of our invoices.

Billing Procedures

Our practice is to send bills monthly. Our statements generally cover fees and charges for the prior calendar month, although sometimes fees or charges might not be immediately available for one reason or another and will therefore be billed later. We ask that our statements be paid upon presentation to you. If you ever have questions about an invoice, please do not hesitate to contact us promptly to discuss them. If for any reason a statement cannot be paid upon presentation, please call us promptly so that we can discuss this.

If it ever should be necessary for us to resort to legal action to collect our fees and expenses, it is agreed that the prevailing party shall recover its reasonable attorney's fees and costs in connection with any such action.

Fisher Phillips accepts payments via check, eCheck, wire, ACH and credit card (Visa, MasterCard, American Express and Discover). Please note, payment instructions for our standard invoices differ from those for payments to trust. Payment instructions for our standard invoices are detailed below.

Payment Type	Instructions																
Check	Make payable, include client matter # provided, and remit to: Fisher & Phillips LLP Attn: Accounting 1075 Peachtree Street NE, Suite 3500 Atlanta, GA 30309																
Credit Card / eCheck	Web Address: https://secure.lawpay.com/pages/fisherphillips/operating																
Wire / ACH	<table border="0"> <tr> <td>Account Name:</td> <td>Fisher & Phillips LLP (Operating Account)</td> </tr> <tr> <td>Account Address:</td> <td>1075 Peachtree Street NE, Suite 3500 Atlanta, GA 30309</td> </tr> <tr> <td>Bank Name</td> <td>SunTrust Bank</td> </tr> <tr> <td>Bank Address</td> <td>1155 Peachtree Street NE, Suite 1200 Atlanta, GA 30309</td> </tr> <tr> <td>Routing #</td> <td>061000104</td> </tr> <tr> <td>Account #</td> <td>1000016201021</td> </tr> <tr> <td>Swift / BIC Code:</td> <td>SNTRUS3A (Use For International Wires Only)</td> </tr> <tr> <td>Notifications:</td> <td>Please email accounting@fisherphillips.com with remittance details once the transaction has been initiated.</td> </tr> </table>	Account Name:	Fisher & Phillips LLP (Operating Account)	Account Address:	1075 Peachtree Street NE, Suite 3500 Atlanta, GA 30309	Bank Name	SunTrust Bank	Bank Address	1155 Peachtree Street NE, Suite 1200 Atlanta, GA 30309	Routing #	061000104	Account #	1000016201021	Swift / BIC Code:	SNTRUS3A (Use For International Wires Only)	Notifications:	Please email accounting@fisherphillips.com with remittance details once the transaction has been initiated.
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Swift / BIC Code:	SNTRUS3A (Use For International Wires Only)																
Notifications:	Please email accounting@fisherphillips.com with remittance details once the transaction has been initiated.																

Payments to Trust Accounts

All trust deposits we receive from you will be placed in a trust account for your benefit. As required by law, your deposit will be placed in a pooled account if it is not expected to earn a net return, taking into consideration the size and anticipated duration of the deposit and the transaction costs, with the interest earned on the pooled account payable to a charitable foundation as provided by law. Trust deposits that are expected to earn a net return will also be placed into the pooled account, unless you request a segregated account. Interest earned on the segregated trust account will be added to the deposit for your benefit.

Fisher Phillips accepts payments to trust via check, wire, ACH and credit card (Visa, MasterCard, American Express and Discover) *Please note, payment instructions for trust differ from those for payments for our standard invoices. Payment instructions for trust are detailed below.*

Payment Type	Instructions																
Check	Make payable, include client matter # provided, and remit to: Fisher & Phillips LLP Attn: Accounting 1075 Peachtree Street NE, Suite 3500 Atlanta, GA 30309																
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Wire / ACH	<table border="0"> <tr> <td>Account Name:</td> <td>Fisher & Phillips LLP Attorney Trust Account WA IOLTA Acct</td> </tr> <tr> <td>Account Address:</td> <td>1201 3rd Ave, Suite 2750 Seattle, WA 98101-3274</td> </tr> <tr> <td>Bank Name</td> <td>Wells Fargo Bank, NA</td> </tr> <tr> <td>Bank Address</td> <td>255 2nd Ave. South Minneapolis, MN 555479</td> </tr> <tr> <td>Routing #</td> <td>121000248</td> </tr> <tr> <td>Account #</td> <td>8758598638</td> </tr> <tr> <td>Swift / BIC Code:</td> <td>WFBIUS6S (Use For International Wires Only)</td> </tr> <tr> <td>Notifications:</td> <td>Please email Jennifer McNemee (jmcnemee@fisherphillips.com) and Cc accounting@fisherphillips.com with the payment remittance details once the transaction has been initiated.</td> </tr> </table>	Account Name:	Fisher & Phillips LLP Attorney Trust Account WA IOLTA Acct	Account Address:	1201 3rd Ave, Suite 2750 Seattle, WA 98101-3274	Bank Name	Wells Fargo Bank, NA	Bank Address	255 2nd Ave. South Minneapolis, MN 555479	Routing #	121000248	Account #	8758598638	Swift / BIC Code:	WFBIUS6S (Use For International Wires Only)	Notifications:	Please email Jennifer McNemee (jmcnemee@fisherphillips.com) and Cc accounting@fisherphillips.com with the payment remittance details once the transaction has been initiated.
Account Name:	Fisher & Phillips LLP Attorney Trust Account WA IOLTA Acct																
Account Address:	1201 3rd Ave, Suite 2750 Seattle, WA 98101-3274																
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Notifications:	Please email Jennifer McNemee (jmcnemee@fisherphillips.com) and Cc accounting@fisherphillips.com with the payment remittance details once the transaction has been initiated.																

Client Responsibilities

You understand and agree that, in order for us to represent you effectively, it is necessary for you to assist and cooperate with the Firm. You agree to (1) make yourselves—including your employees if applicable—available to discuss issues as they arise in this matter; (2) attend and participate in meetings, preparation sessions, court proceedings and other activities in connection with the representation; (3) provide complete and accurate information and documents to us on a timely basis; and (4) make timely payment to any experts or vendors retained in connection with our services.

 Communications

It is of course essential that clients and attorneys communicate effectively with one another to exchange information and to discuss developments and possible courses of action. Naturally, we will keep you informed as developments occur and will consult with you as to the appropriate steps to take. By the same token, we ask that you keep us informed of your objectives and wishes and that, if we ask for specific information or for instructions necessary to our adequately carrying out our representation, you will respond accurately, completely, and as quickly as possible.

As you know, communications between clients and attorneys are generally privileged and are not discoverable by third parties. However, court decisions have emphasized how easily that privilege can be lost, such as where attorney correspondence is routed through a client's routine intra-office mail, or where attorney/client communications are discussed with persons outside the attorney/client relationship. Any practical steps you can take to ensure that our attorney/client communications are not disclosed to third parties will be important in protecting your right to claim that privilege.

It is also important that we agree from the outset what kind of communications technology we will employ in the course of this engagement. Unless you specifically direct us to the contrary, we agree that it is appropriate for us to use fax machines and e-mail in the course of the engagement without any encryption or other special protections. In that regard, please specify an email address which you would like us to use to communicate with you.

Please also notify the Firm if you have any other requests or requirements in connection with the methods of telecommunication, or persons to be included or copied in the circulation of documents relating to the engagement.

 Avoidance of Conflicts

In the event you have a potential dispute with a third party, and you wish to discuss with us the possibility of us representing you in connection with that potential dispute, we request that you do not disclose the nature of that dispute or any relevant facts until you have provided us with the name of the potential adverse party and afforded us the opportunity to determine whether the representation would create a conflict with another client. In the event a third party seeks the Firm's representation in a matter that is adverse, or otherwise in conflict of our representation of you, the Firm will not take on such representation without obtaining a waiver of the conflict, from you.

Similarly, because we represent a number of staffing agencies or Professional Employer Organizations (PEOs), it is important that, before you ask us to comment upon such an entity's actions taken, advice given, or services otherwise rendered, you first disclose to us the name of that organization or agency.

Termination of Representation

You may terminate our representation at any time, with or without cause, by notifying us. If you do, papers and property which you have provided to us will be returned to you promptly upon receipt of payment for outstanding fees and costs. Our internal files regarding administrative matters pertaining to the case will be retained. Termination of our services will not affect your responsibility for payment of legal services rendered and additional charges incurred both before termination and in connection with an orderly transition of the matter, including the copying of any files that you request that we provide to you or to substitute counsel.

The rules of professional responsibility for the jurisdictions in which we practice list several types of conduct or circumstances that require or allow us to withdraw from representing a client. These include, for example: nonpayment of fees or costs, use of our services to perform a criminal or fraudulent act, misrepresentation of or failure to disclose material facts, action contrary to our advice, and conflicts-of-interest with another client. In addition, we reserve the right to stop our work for you if you fail to cooperate with us, or if any account is past due and we have been unable to agree on a mutually acceptable plan for payment. You agree that we may withdraw from the representation under these circumstances, subject to court approval where such approval is required for such withdrawals. In the event we seek to withdraw, you agree to engage new counsel immediately.

Document Retention

At the conclusion of the Representation, we return to the client any documents that are specifically requested to be returned. As to any documents so returned, we might elect to keep a copy of the documents in our files. At the close of any matter, we generally purge our files in that matter of unnecessary materials and send the retained materials to a storage facility for storage at our expense.

We will maintain the files in storage for a period of ten years. After that time, we reserve the right to destroy the documents in the stored files without further notice to you. You hereby consent to such destruction of your documents in our files, unless we receive from you, within ten years after the close of the matter, written instructions for a different disposition of your documents.

Your Right to Arbitrate Fee Disputes

If you disagree with the amount of our fee, please take up the question with your principal lawyer contact or with the Firm's Managing Partner. Typically, such disagreements are resolved to the satisfaction of both sides with little inconvenience or formality. In the event of a fee dispute which is not readily resolved, you have the right to request arbitration under supervision of the state or district bar associations for the jurisdictions in which we practice, and we agree to participate fully in that process.

Errors-and-Omissions Insurance

The rules of professional responsibility applicable to attorneys in some states require that law firms advise clients whether the firms have errors-and-omissions insurance coverage. Fisher & Phillips of course does have such coverage.

Miscellaneous Matters

We publish a bi-monthly Labor Letter and other, more-narrowly-focused newsletters in which we cover topical matters relating to employment laws and labor relations. In addition, when circumstances warrant, we publish a Labor Alert to let our clients know about particularly time-sensitive issues of importance. These publications are intended to keep our clients advised about matters which we think will be of interest to them. Of course, due to the generalized nature of these publications, we cannot undertake to address in them every pertinent legal development which might be important to a particular client, and the materials published therein do not constitute legal advice.

We also present seminars periodically. In these seminars, we discuss a broad spectrum of relevant labor and employment-law issues. These seminars are provided as a service to our clients, and you will be invited to them as they are scheduled.

APPENDIX B

IMMIGRATION LEGAL SERVICES AGREEMENT

Fisher & Phillips LLP is pleased to be given the opportunity to assist you with your immigration matters. Please take a moment to review the following policies and information specific to our provision of immigration legal services.

Joint Representation

Some legal cases involve representation of multiple parties in one legal matter. This is commonly called either "dual representation" or "joint representation." This type of representation occurs, for example, when an employer petitions for a work visa on behalf of an employee, or an individual petition for permanent residence on behalf of his or her foreign-national dependent(s).

In most instances of joint representation, the parties' interests are the same and do not conflict during the case. In some cases, however, the parties' interests may diverge during the case. If this occurs, the attorney representing both parties may be obliged to inform the parties of a potential conflict between their interests.

If either party chooses not to waive the conflict, the attorney may be required to withdraw from representation of one or all parties involved in the case. In instances where an employee and employer are jointly represented by Fisher & Phillips LLP, the Firm will usually continue representation of only the employer should a conflict arise between the employer and the employee.

If you prefer to avoid entering a situation of dual representation, you always retain the option of hiring an attorney to represent your interests alone throughout the case. If you have any questions about dual representation, please do not hesitate to request additional information before signing this agreement.

Flat Fee Billing Arrangements

If your case is to be billed as a flat legal fee rather than on an hourly basis, the flat fee will cover the legal work, the time normally taken to prepare and file the requested petition/application and is based on the assumption that all the information needed about the job, beneficiary and employer to prepare the case is provided to us. This includes time spent working on your case by an attorney, paralegal, and/or staff member.

The flat fee does not include expenses, if required, such as, government filing fees, courier or mailing expenses such as Federal Express, photocopying, translation fees, or third-party evaluations of educational credentials and/or professional experience. Once work is begun, a minimum or partial fee will be charged regardless of whether the firm is able to complete the matter, and regardless of whether you or the firm elects to terminate legal representation. For matters that carry a fee range, as noted in our Fee Schedule, the Firm will seek approval from you of the specific amount to charge, within that range, before proceeding with any work.

General legal advice not specifically related to this matter, and/or general employment or immigration law advice, may be billed hourly, separate from the flat fee. Before any hourly billing

occurs, the Firm will consult with you to reach a separate agreement for payment of any additional legal fees and/or costs that may apply.

Consideration of the Case by the Government

As with any case submitted before a government body, it is impossible for a private party to control or guarantee the speed with which the government will consider, approve, deny, or take any other action on the case. Fisher & Phillips LLP cannot guarantee any timeframe during which you might expect a result in your case. Additionally, please understand that Fisher & Phillips LLP cannot and does not guarantee any outcome regarding any legal matter undertaken on your behalf.

Exchange of Information

In signing this agreement, you agree to cooperate with your attorney in this matter, including keeping your attorney advised of changes of address, telephone number, employment, immigration status, and other circumstances bearing on this matter. You agree to advise your attorney of the true facts about personal backgrounds and past employment and to inform your attorney of any government communications or correspondence received concerning this matter, including but not limited to the U.S. Citizenship & Immigration Services, U.S. Customs & Border Protection, U.S. Immigration & Customs Enforcement, U.S. Department of Labor, U.S. Department of State and individual State Departments of Labor.

Fees and Scope of Services

For the provision of immigration law services, the Firm will bill you for professional services primarily on a flat fee basis. Our legal fees for the Services are outlined in the attached Fee Schedule.

Fisher & Phillips LLP notes that, notwithstanding the fixed fee schedule below, hourly billing arrangements would apply in certain circumstances, for example where the government audits an employer's general immigration compliance, as well as for consultations and general advice outside the scope of preparation and filing of a petition. Additional hourly billing may also apply where cases with unusual complexity or difficulty are requested. We will not engage in hourly billing, unless this arrangement is expressly communicated to you in advance, and only after your written approval.

APPENDIX C**FEE SCHEDULE**

Non-immigrant Matters		
SERVICE TYPE	FEE	MISC.
H-1B Professionals (incl. LCA and Public Access File)		
Cap, Change of Status and Change of Employer	\$2,850	\$50
Extension of Status and Amendment	\$2,550	\$50
Cap Registration	\$550	\$0
Treaty NAFTA (TN)		
TN Canada (initial or border)	\$1,850	\$50
TN Mexico (initial)	\$2,150	\$50
Extension of Status	\$1,650	\$50
Other Country-Specific Categories		
E-3 Australia	\$1,850	\$50
H-1B1 Chile and Singapore	\$1,850	\$50
H-4 and L-2 Dependents		
Per application (multiple family members may be included)	\$850	\$35
B-1 Business Visitor		
	\$1,000	\$35
O-1 Extraordinary Ability (depending on complexity)		
	\$6,500 - \$9,500	\$75
J-1 Business Intern or Trainee		
	\$3,850	\$75
H-3 Training (Initial and Extension)		
	\$5,050	\$50
Immigrant Matters		
SERVICE TYPE	FEE	MISC.
Labor Certification		
PERM	\$5,500	\$50
DOL Audit (depending on complexity)	\$1,000 - \$3,500	\$50
I-140 Immigrant Petition		
PERM-based EB-2/EB-3	\$2,750	\$50
EB-1 Multinational Manager	\$3,650	\$50
EB-1 Outstanding Researcher (depending on complexity)	\$6,500 - \$9,500	\$100
EB-1 Extraordinary Ability (depending on complexity)	\$6,500 - \$9,500	\$100
I-485 Adjustment of Status		
Principal	\$2,550	\$50
Per additional family member	\$1,550	\$50

FISHER & PHILLIPS LLP

Engagement Letter
State of New Hampshire, New Hampshire Lottery Commission

Other Services		
SERVICE TYPE	FEE	MISC.
Advance Parole (AP)	\$850	\$35
Employment Authorization Document (EAD)	\$850	\$35
Re-entry Permit	\$950	\$35
Green Card Replacement	\$850	\$35
Naturalization (Citizenship) Application	\$4,500	\$35
Conversion to Premium Processing	\$500	\$35
Petition withdrawal	\$500	\$35
Expedited (same-day) case processing	\$1,500	\$0

SERVICE LEVEL AGREEMENT

	Description	SLA*
SLA 1	Case intake. Provision of questionnaires and document collection lists, after client initiation.	Within 24 hours
SLA 2	Requesting missing information. Follow-up with list of missing items to client to complete case intake, upon receipt of completed questionnaires and supporting documents from client.	2 days
SLA 3	Case drafting. Provision of draft of case documents to client, after receipt of all necessary intake documents from client.	5 days
SLA 4	Case filing. Filing of case with USCIS, after receipt of signed documents from client.	Within 24 hours
SLA 5	Notice of Action. Provision of a scanned/emailed copy of the case Receipt Notice or Request for Evidence, after its hard-copy receipt by the Firm.	2 days
SLA 6	Approval Notice. Posting of original Approval Notice and supporting materials to client, upon its delivery from USCIS.	2 days
Service Level Agreement, for cases that receive a USCIS Request for Evidence		
SLA 5a	Assessment. Provision of RFE summary and assessment, upon its receipt from USCIS.	3 days
SLA 5b	Document review. Follow-up with list of outstanding/missing items to client to complete RFE response, upon receipt of initial materials from client.	2 days
SLA 5c	Response drafting. Provision of draft of RFE response documents to client, after receipt of all necessary documents from client.	5 days
SLA 5d	Response filing. Filing of RFE response with USCIS, after receipt of signed documents from client.	2 days

*All SLAs quantified in business days, as opposed to calendar days.

