



Head Office: (604) –214-0524 Kelowna Office: 1-778-313-0665
 Website: <http://www.westpointinvestigations.ca>
 Toll Free: 1-866-593-0016 Ext. 114 (Head Office) Ext 119 (Kelowna)
 Email: jolene@westpointinvestigations.ca
 Mailing Address: RPO 28537, Willingdon Heights, Burnaby, BC V5C 6J4
 PI Business License Number: B6076

FEE SCHEDULE
2023

Private Investigation Services	Fee
Investigation Hours /per Investigator	\$90.00 / hour
Kilometres	\$.85 / kilometre
Report Writing, Video Editing, Photo Editing	\$90.00/ hour
Court Testimony	\$90.00 / hour per investigator
Court Prep Hourly Rate	\$90.00/ hour (pre-authorized by client)
Disbursements: i.e.: Hotel, car rental, parking, airfare etc.	Real time charges pre-authorized by client.
Client copy of SD Card on file	\$25.00 per SD Card
Meals on out-of-town files with overnight stay required	\$75.00 per day per investigator
Cellular data	\$5.00 / day
Email Correspondence (based .1, .2, .3 etc.)	\$90.00 / hour
Telephone Calls (based .1, .2, .3 etc.	\$90.00 / hour per investigator, or \$80.00 per admin staff.
Long Distance Telephone Calls within Canada	No extra charge for the long distance
Text Messages within Canada	.25 per text message Sent or Received
Courier of Report to Client	Real time charges
Copies of Audio Recordings of locates of an individual or business	\$75.00

OTHER SERVICES

Disclaimer: Not all skip-tracing files are provided under the no find no fee clause. Upon submitting your file to us for consideration, we will advise you prior to commencing your file if we would charge you an hourly rate for our research. Files that would consist of an hourly charge would be adoption searches, and files to which you have very little information on the individual. Etc. **Skip-tracing for Law Firms do not incur hourly fees without written consent.**



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Definitions:

Residential Locate – The physical location to which an individual resides at. This includes the street address, city and postal code. In some instances, the individual may be staying with a family member, friend or partner.

Place of Employment- The business to which an individual is gainfully employed, or self-employed, this includes Employment Insurance, WCB, and Disability. It includes the Name, and complete address of the business.

Place of Bank- A place of bank locate consists of **ONLY** the name of the Financial Institution, and in some instances a Transit Number and Address of the bank. **IT DOES NOT INCLUDE DEPOSIT HISTORY, BALANCES or ACCOUNT NUMBERS.**

Skip-tracing – File Entry Fee	\$75.00
Skip-tracing – Physical Residential Address	\$375.00 – charged only if located
Skip-tracing – Place of Employment	\$475.00 – charged only if located
Skip-tracing – Place of Bank	\$575.00 – Charged only if located
Asset Searches	\$90.00/ hour (plus .85/km)
Process Serving – File Entry Fee	\$15.00
Affidavit of Skip-trace Attempts / Report	\$90.00 / hour plus notary fee
Adoption / Reunion Searches	\$90.00 / hr (pre-authorized by client)
Kilometres	\$.85 / km
Printed pages	\$.35 / page
Travel time	\$90.00 / hr.
Affidavit of Service (Completed Service)	\$35.00
Affidavit of Support (Service attempts)	\$65.00



West Point Investigations Corp

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Service of Legal Document (Successful) 1 st Party	\$90.00 (+km)
Service of Additional Party same time / address	\$45.00
Attempted Service	\$15.00 per attempt plus kms
Travel (on serves greater than 50 kms one way)	\$65.00 / hr (+km)
Wait time	\$65.00/ hr (pre-authorized)
Security Guard (Retail)	\$50.00 / hr per guard
Security Guard with Advanced Security Training (Retail)	\$65.00/ hr per guard
Executive Protection / Bodyguard / VIP	\$250.00 / hr per guard (customized pricing)
Security Guard Driver (licensed with SG)	\$95.00 / hr per driver (+kms)
Corporate Searches	\$40.00 / search
Supervised Access Visitation	\$75.00 / per hour plus kms
Residential Tenancy Inspections	\$90.00 / per hour min. 3 hrs. plus kms
Legal Services	See Disclaimer
Legal Advice / Advocacy	\$150.00/ hour (Provided solely by Jolene)
Legal Assistant Time	\$100.00 / hour (Administration)
Residential Tenancy Hearings	Sliding Scale (\$800.00 +)
Legal Demand Letters	\$150.00/ hour
Legal Research	\$150.00 / hour
Legal Prep Hours	\$150.00 / hour
Legal Consults	\$150.00 / hour
Drafting Claims / Replies / Settlements	\$150.00 / hour

**LIMITED LEGAL SERVICES
PROVINCE OF BRITISH COLUMBIA
PROVIDED BY: JOLENE JOHNSON
APPROVED PARTICIPANT OF THE LAW SOCIETY
OF BRITISH COLUMBIA'S INNOVATIVE SANDBOX INITIATIVE.**



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Legal Disclaimer:

Our services to you are not provided by a lawyer regulated by the Law Society of British Columbia. As a result:

- we could be required to disclose to third parties your written communications with us and any documents you provide in relation to our legal services as such communications and documents submitted to us are not subject to solicitor client privilege; however, we do not disclose your information without your written consent, or without being required to by law.
- There is no statutory complaint process in relation to the services that we provide; and
- The Law Society of British Columbia has not evaluated or verified our competence, character, and / or fitness to provide the services. For more information about the Law Society's innovative sandbox please visit: <http://www.lawsociety.bc.ca/our-initiatives/innovation-sandbox/>

Legal Services Limited to: Residential Tenancy Disputes (BC ONLY), Small Claims (BC ONLY), Civil Resolution Tribunal (BC ONLY) We do not represent you in Small Claims Court. We do provide representation with Residential Tenancy Hearings & Civil Resolution Tribunal matters.

NOTE: Private Investigations, and Security Guard Services are performed by an employee that is licensed accordingly. Some of the services we provide do not require licensure.