

Hiring an Attorney: A Step-by-Step Guide

Understand the process of hiring an attorney with McCormick and Murphy.

Based on Frequently Asked Questions by McCormick and Murphy

Step 1: Initial Contact

Reach out to McCormick and Murphy to discuss your legal needs. This can be done through their website or by calling them directly.

- Be prepared to briefly explain your situation.
- Note down any initial questions you have.



Step 2: Consultation

Schedule and attend an initial consultation. This is an opportunity to discuss your case in detail with an attorney.

- Bring all relevant documents and information.
- Ask about the attorney's experience with similar cases.



Step 3: Understanding Fees

Discuss and understand the fee structure. Attorneys typically charge hourly, on contingency, or with a flat fee.

- Clarify what services are included in the fee.
- Ask about potential additional costs.



Step 4: Reviewing the Retainer Agreement

Carefully read and understand the retainer agreement, which outlines the terms of the attorney-client relationship.

- Ensure all discussed terms are in writing.
- Do not hesitate to ask for clarification on any clause.



Step 5: Formalizing the Agreement

Sign the retainer agreement if you decide to proceed. This officially establishes the attorney-client relationship.

- Keep a signed copy for your records.



Step 6: Beginning Representation

The attorney will begin working on your case, which may involve investigation, legal research, and strategy development.

- Maintain open communication with your attorney.
- Respond promptly to any requests for information.



Step 7: Communication and Updates

Expect regular communication and updates from your attorney regarding the progress of your case.

- Understand how and when you will receive updates.
- Inform your attorney of any changes in your circumstances.

Resources & Further Reading

Related guides for this process:

■ Hiring an Attorney: FAQs (Infographic)

<https://storage.googleapis.com/mccormick-and-murphy-checklists-20260706-115bde/mccormick-and-murphy/Infographic/frequently-asked-questions-infographic.pdf>

■ Hiring an Attorney Checklist

<https://storage.googleapis.com/mccormick-and-murphy-checklists-20260706-65ee7b/mccormick-and-murphy/Checklist/hiring-an-attorney-checklist.pdf>

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Understand the essential steps and considerations when hiring an attorney.