

Hiring an Attorney: Your Step-by-Step Guide

Navigate the process of hiring a qualified attorney with confidence.

Based on Hire Attorney by McCormick and Murphy

Step 1: Identify Your Legal Needs

Determine the specific legal issue you are facing. This clarity will help you find an attorney with the right expertise.

- Consider if your issue is criminal, civil, family-related, or business-related.



Step 2: Seek Referrals and Recommendations

Ask friends, family, or colleagues for recommendations. You can also consult with your local bar association for referrals.

- Look for attorneys who specialize in the area of law relevant to your case.



Step 3: Research Potential Attorneys

Investigate the credentials, experience, and reputation of attorneys you are considering. Check their websites and online reviews.

- Look for attorneys with a proven track record in handling cases similar to yours.



Step 4: Schedule Initial Consultations

Contact several attorneys to schedule an initial meeting. This is an opportunity to discuss your case and assess their suitability.

- Prepare a list of questions to ask each attorney.



Step 5: Discuss Fees and Retainers

Understand the attorney's fee structure, including hourly rates, flat fees, and contingency fees. Clarify what a retainer covers.

- Ensure you receive a written fee agreement.



Step 6: Evaluate Communication and Trust

Assess how well the attorney communicates with you and if you feel comfortable and confident in their abilities. Trust is crucial.

- Do they explain legal concepts clearly?
- Do they listen to your concerns?



Step 7: Make Your Decision and Formalize

Choose the attorney who best fits your needs and budget. Sign a retainer agreement to formally engage their services.

- Review the retainer agreement carefully before signing.

Resources & Further Reading

Related guides for this process:

■ Hiring an Attorney Checklist

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

■ Hiring an Attorney Action Sheet

<https://storage.googleapis.com/mccormick-and-murphy-checklists-20260706-14eb7c/mccormick-and-murphy/Action%20Sheet/hire-attorney-action-sheet.pdf>

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Choose an attorney who understands your needs and communicates effectively.