

Date: \_\_\_\_\_

**Prospective Client Questionnaire**

Name (include maiden or other marital name): \_\_\_\_\_

Home Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Home phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name of Employer: \_\_\_\_\_ Position: \_\_\_\_\_

Employer address: \_\_\_\_\_

Employer phone: \_\_\_\_\_

Where you prefer to be contacted: \_\_\_\_\_

Spouse's name:

\_\_\_\_\_

Opposing party name and address:

\_\_\_\_\_

Name of associated and/or related parties: \_\_\_\_\_

Name of current opposing counsel: \_\_\_\_\_

Address: \_\_\_\_\_

Please state briefly the nature of the problem you wish to discuss with this office.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please check type of legal category that applies:

Domestic/Family Law: \_\_\_\_ Sexual Assault/Harassment: \_\_\_\_

Police Misconduct: \_\_\_\_ Employment problem: \_\_\_\_

In-Custody/Prison Death: \_\_\_\_ Personal Injury: \_\_\_\_ Criminal: \_\_\_\_

Have you or any member of your family been seen by anyone in this office? Yes

No (Circle One)

If yes, state person's name and nature of the legal matter with which he/she assisted.

\_\_\_\_\_

How you were referred:

Phone: \_\_\_\_ Advertising: \_\_\_\_ Former client: \_\_\_\_

Bar referral: \_\_\_\_ Court assignment: \_\_\_\_ Other lawyer: \_\_\_\_

**CLIENT INTAKE**

Our fees in many cases are contingent on securing a verdict or settlement for you.

\*Optional: For client to sign: "I understand that no legal relationship was created by my visit because my case was not accepted by this office."

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For Office Use Only:**

Initial Interview Date: \_\_\_\_\_ Type of Case: \_\_\_\_\_

Initial Interview By: \_\_\_\_\_ Case Assigned to: \_\_\_\_\_

Client referred By : \_\_\_\_\_ Non-engagement: \_\_\_\_\_

Office File no.: \_\_\_\_\_ Court file no.: \_\_\_\_\_

Deadlines: \_\_\_\_\_ Conflicts check: \_\_\_\_\_

Notes: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_