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Initial Client Consultation Interview Form

The purpose of an initial consultation is for the attorney to advise you, the *prospective* client what, if anything, may be done for you, and what the minimum fee therefore will be. *The purpose is not to render a definitive legal opinion*, as it may be impossible to fully assess a matter within the time frame allotted for a consultation or with the information or documents that you may be able to provide at the initial consultation.

One of three outcomes is possible following your consultation.

- A. You and the Attorney mutually agree to the terms of representation, or
(After a separate document called a Contract for Legal Services is signed a copy will be provided to you.)
- B. The Attorney declines representation, or
- C. You decide not to use the services of the Attorney.

Note: The following questions will help us to understand the reason for your visit today. Your responses are protected by attorney/client privilege and will be held in strict confidence.

Name _____
Last First Middle or Maiden
Address _____
Number Street City State Zip
Home Phone (____) _____ Work Phone (____) _____
Fax (____) _____ Cell Phone(____) _____
E-Mail Address: _____

Briefly explain what you may need advice about or assistance with today: _____

Driver=s License # _____ Social Security # _____
Where are you employed? _____
May we contact you there? [] Yes [] No Phone No. (____) _____
Who referred you to our office? _____

PLEASE READ CAREFULLY & SIGN BELOW

