

CLIENT INTAKE SHEET

I. Personal Information:

Name: _____ DOB: _____ SS#: _____

Address: _____

Drivers License Number: _____ Phone Number: _____

Work Phone: _____ Employer: _____ Occupation: _____

Address of Employer: _____

II. Legal Problem:

Briefly describe why you are seeking our legal services:

Were there any witnesses of the event: () Y or () N *If yes, please fill out the following:*

Witness #1: Name: _____ Relationship: _____

Phone Number: _____

Address: _____

Witness #2: Name: _____ Relationship: _____

Phone Number: _____

Address: _____

Have you ever been a part of any legal proceedings prior (List all prior criminal and civil cases. Please briefly describe each event and provide the court in which the suit was filed, the case number and the final outcome):

A. _____

