



New Client Interview Form

The purpose of an initial consultation is for us to understand your situation, help you to explore your options and suggest a course of action. The purpose of the initial consultation is not to render a definitive legal opinion as it may be impossible to fully assess a matter within the time-frame allotted for such 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 initial consultation:

- A. You and the Attorney mutually agree to the terms of representation. If this happens you will be presented with separate Fee Agreement explaining the scope of services you hire this firm to perform and the fee for those services.
- 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 _____

Address _____
Number Street City State Zip

Phone 1: _____ Phone 2 _____

E-Mail: _____

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

Are there other parties involved? (Examples: a friend, an employer, a neighbor, signor of a contract, etc. This should include people or parties on either side of your issue.)

Party	Relationship
Party	Relationship
Party	Relationship

List the documents (papers) that you think may help us to understand the issues.

- (1)
- (2)
- (3)

(NOTE: Any documents you supply that are important to your matter will be photocopied, with your permission, and your originals returned to you at the conclusion of the initial interview.)

Ideally, if things turn out precisely the way you want, what would the outcome be?

Knowing that there are no guarantees, what can you accept?

Please classify your urgency in concluding this matter? (Check One)

- Critical – Personal safety or continuation of business depends on it.
- Very important – severe hardship, personal or financial inconvenience if matter is not resolved quickly.
- Important – Matter interferes with business or personal financial stability.
- Needs to be done, but no immediate hardship in the interim.
- Just thought I'd see if it was worth pursuing, but I'm not counting on anything
- Just wanted to know what my rights are? I'll then let you know after I think about it.

If the matter involves payment to you of money you feel you are owed, how long can you wait before not getting paid?

(Days, Weeks, Months, Years)

Are we the first attorneys you have consulted regarding this matter? Yes NO

If No - Why didn't you hire their services?

Have you ever been represented by an attorney before? Yes No

If Yes - Please state the circumstances

How will you pay for your attorney's fees in this matter?

- Check today
- Cash today
- Credit Card
- Bank Auto draft

Credit Card No. _____ Expr. Date _____ CVV #

Address Associated w/ Credit Card _____

Marital Status: Married Single Divorced Widowed Separated

Driver's License # _____ Social Security # _____

Are you known by any other names? Yes No

If yes what name(s) _____
(A fictitious name, nickname, former name, your maiden name etc.)

Where are you employed?

May we contact you there? Yes No Phone No. _____

If your mail is returned as undeliverable or your telephone service terminated, please provide the name of someone (friend or relative) you believe will always know how to contact you.

Name _____ Relationship _____

Address _____ Phone No. _____

City _____ State & Zip _____

How did you learn of our office? A Friend Real Estate Agent Referral Bar Referral Our Web Page
 Former client Other _____

PLEASE READ CAREFULLY & Sign Below

Following your initial interview, if you agree to hire Culpepper Law, and Culpepper Law agrees to represent you, you will both sign a Contract for Representation. The Contract for Representation will set forth the terms and conditions of representation.

If Culpepper Law is willing to represent you and you decide not to sign a Contract of Representation today, you are strongly urged to schedule a second appointment with another attorney at the earliest possible time or to immediately consult with other legal counsel to protect your rights.

NOTICE: Culpepper Law does not represent you with regard to the matters set forth by you in this information sheet or discussed during your consultation, unless and until, both you and Culpepper Law execute a written Contract for Representation.

If the Attorney does not agree to represent you, this includes not representing you with regard to the matter set forth by you on this information sheet, or any other matters you may discuss with the Attorney during your consultation. If your legal problem(s) involve a potential lawsuit, it is important that you realize a lawsuit must be filed within a certain period of time called a Statute of Limitations. Therefore, the Attorney strongly urges you to immediately consult with another attorney to protect your rights. The Attorney's decision not to represent you should not be taken by you as an expression regarding the merits of your case.

Your signature acknowledges only that you received a copy of this completed information sheet and does not mean you have hired the Attorney.

SIGNATURE _____ Date _____