

**FAMILY LAW – INITIAL CONSULTATION**

Please take a few minutes to complete this form before we meet. The purpose of an initial consultation is to enable each of us to discover whether we wish to work with one another in connection with your matter.

There is no charge for the first hour of consultation. Additional time in the first meeting is \$300 per hour (discounted from my regular hourly rate of \$350), and payment is required for that time at the end of the meeting.

If we decide to work together, we will enter into a written retainer agreement, which spells out our respective responsibilities, and an advance retainer will be required.

*I agree to pay \$300 per hour today for that portion of today’s consultation which exceeds one hour.*

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

**Client Information**

Today’s Date \_\_\_\_\_ Who referred you to us? \_\_\_\_\_

Name \_\_\_\_\_

Home Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Mark mail *Personal & Confidential*? **9** Send mail to alternate address? **9**

Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Daytime/Work phone ( ) \_\_\_\_\_ Evening/Home phone ( ) \_\_\_\_\_

Pager ( ) \_\_\_\_\_ Mobile phone ( ) \_\_\_\_\_

Voicemail ( ) \_\_\_\_\_ Email \_\_\_\_\_

FAX: ( ) \_\_\_\_\_

Call before transmitting? **9** Number \_\_\_\_\_

Social Security No. \_\_\_\_\_

CA Driver's Lic. No. \_\_\_\_\_

Your Occupation \_\_\_\_\_ Your Employer \_\_\_\_\_

Other party (or parties) to this litigation or proposed litigation (Spouse, Former Spouse, Child(ren)'s Other Parent, etc).

Name \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Other Party's Occupation \_\_\_\_\_

Other Party's Employer \_\_\_\_\_

Other Party's Attorney \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Children's names, ages, birthdates \_\_\_\_\_

\_\_\_\_\_

Other members of your household (names, ages, relationships) \_\_\_\_\_

\_\_\_\_\_

What do you want to accomplish? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you been served with any documents? \_\_\_\_\_

Are there any court hearings coming up? \_\_\_\_\_

FOR OFFICE USE ONLY:

Nature of Matter: \_\_\_\_\_

Discussed:

Privilege 9

Interview Several Attorneys 9

Substitution/Relief 9

Roles of other professionals 9

Fees, costs, retainer & billing 9

Quoted hourly rate \_\_\_\_\_ Quoted retainer \_\_\_\_\_

Office policies and personnel 9

Case pending in \_\_\_\_\_ Case No. \_\_\_\_\_

Documents reviewed: \_\_\_\_\_

Court appearances or deadlines \_\_\_\_\_

Followup letter sent 9