

STEVEN R. KUTNER, PA.

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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 therefor 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

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

If the Attorney is willing to represent you, and you decide not to sign a Contract for Legal Services today, you are strongly urged to schedule a second appointment with the Attorney at the earliest possible time, or to immediately consult with other legal counsel to protect your rights. Attorney's decision not to accept representation should not be considered by you as an opinion on the merits of your matter.

NOTICE: This office does not represent you with regard to the matters set forth by you herein in this information sheet or discussed during your consultation, unless and until, both you and the Attorney execute a written Contract for Legal Services.

Signature _____ Date _____, 2014

Attorney Notes 

File Name/Matter _____

Fees: _____ Costs _____