

**NEW CLIENT INFORMATION**

TODAY'S DATE: \_\_\_\_\_

CLIENT'S FULL NAME: \_\_\_\_\_

OTHER NAME (S) USED: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ SS#: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ DRIVER'S LICENSE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ MAILING ADDRESS: \_\_\_\_\_

\_\_\_\_\_ ZIP \_\_\_\_\_

\_\_\_\_\_ ZIP \_\_\_\_\_

COUNTY: \_\_\_\_\_

PHONE: \_\_\_\_\_ (HOME) Can we contact you at this number?: \_\_\_\_\_

\_\_\_\_\_ (WORK) Can we contact you at this number?: \_\_\_\_\_

\_\_\_\_\_ (CELL) Can we contact you at this number?: \_\_\_\_\_

How regularly do you check this e-mail address?

E-MAIL ADDRESS: \_\_\_\_\_  Once a Day  Once a Week  Once a Month

PLACE OF EMPLOYMENT: \_\_\_\_\_

NATURE OF CASE: \_\_\_\_\_

OPPOSING PARTY: \_\_\_\_\_

NAME OF OTHER ATTORNEY(S) CONSULTED: \_\_\_\_\_

**WHO MAY WE THANK FOR YOUR REFFERAL?**: Consolidated Legal Services ACS Law Phone Internet  
Yellow Pages (Page #: \_\_\_\_\_) Denver Yellow Pages counselcolorado.com search engine [www.jpplm.com](http://www.jpplm.com) Senior's Blue Book

REFERRED BY: \_\_\_\_\_ OTHER: \_\_\_\_\_

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**ATTORNEY TO FILL OUT:**

FEE AGREEMENT: RETAINER \$ \_\_\_\_\_ FLAT FEE \_\_\_\_\_ CONT. % \_\_\_\_\_ /%

ATTORNEY LIEN \_\_\_\_\_ NOTE / DEED OF TRUST \_\_\_\_\_

CLIENT CATEGORY \_\_\_\_\_ ASSOCIATE \_\_\_\_\_

PI Real Estate Appeal Employment Family Estate Planning

HOA Criminal Probate Tax Collections Office Collections

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**SECRETARY TO FILL OUT:**

FILE COLOR: \_\_\_\_\_ CLIENT SIGN FEE AGREEMENT  YES  NO

CONFLICT CHECK COMPLETE:  YES  NO CONFLICT:  YES  NO

CLIENT PAY RETAINER:  YES  NO \_\_\_\_\_ CONTINGENCY