

Curtis Curtis Brelinski, P.C.

ATTORNEYS | EST. 1901

New Client Intake Form

Thank you for your interest in Curtis, Curtis & Brelinski, P.C. This form is used to collect information about potential new clients and is used for internal purposes only. The information you provide is confidential and will be treated accordingly.

Name: _____

Home Address: _____

City/Township: _____ County: _____ State: _____ Zip: _____

Home: _____ Cell: _____

Email Address: _____

Driver's License No.: _____ Soc. Security No.: _____

Date of Birth: _____

Employer: _____ Your Occupation: _____

Marital Status: Married Single Widowed Divorced

Spouse Name: _____

Employer: _____ Spouse Occupation: _____

How did you learn about our firm?

Personal Referral Internet Other

Name of referring person:

How would you prefer to have correspondence with this office?

U.S. Mail E-Mail

How would you prefer to receive your invoices?

U.S. Mail E-Mail

Brief Summary of Legal Issue:

NOTICE ABOUT ATTORNEY-CLIENT RELATIONSHIP

The purpose of this initial consultation is to determine if Curtis, Curtis & Brelinski, P.C. can assist you with your legal needs, to inform you about the services our firm provides, and to discuss the potential agreement for the provision of legal services and formation of an attorney-client relationship. This initial consultation does not create an attorney-client relationship and does not mean Curtis, Curtis & Brelinski, P.C. will act as your attorneys. After the initial consultation, if your case/matter is accepted by Curtis, Curtis & Brelinski, P.C. and you desire to retain Curtis, Curtis & Brelinski, P.C. as your attorneys, we will provide you with a written fee agreement which will set forth the terms of the agreement for legal services. Upon receipt of the signed fee agreement and the required retainer, we will begin to act as your attorneys.

Your legal rights may be affected by laws that place time restrictions on certain legal claims or may be otherwise affected if prompt action is not taken. If Curtis, Curtis & Brelinski, P.C. does not accept your case/matter or you decide not to retain our services you should seek alternate legal counsel immediately to ensure that your legal rights are not affected. **CURTIS, CURTIS & BRELINSKI, P.C. WILL NOT TAKE ANY ACTION ON YOUR BEHALF PRIOR TO RECEIPT AND ACCEPTANCE BY OUR LAW FIRM OF A SIGNED FEE AGREEMENT AND REQUIRED RETAINER FEE.**

I HEREBY ACKNOWLEDGE THAT I HAVE READ THE FOREGOING NOTICE AND UNDERSTAND THAT CURTIS, CURTIS & BRELINSKI, P.C. WILL NOT ACT AS MY ATTORNEYS OR TAKE ANY ACTION ON MY BEHALF UNLESS AND UNTIL A WRITTEN FEE AGREEMENT SIGNED BY BOTH PARTIES AND THE REQUIRED RETAINER FEE ARE RECEIVED AND ACCEPTED BY OUR LAW FIRM.

Date: _____

Signature:
