

# Erickson Law Firm, LLC

Serving the Lowcountry for over 20 years

## GENERAL INTAKE FORM

DATE: \_\_\_\_\_

**Please answer the following questions to the best of your ability. Your answers will allow us to properly and efficiently utilize your time. All answers are strictly confidential. May we send correspondence to you by email? by mail?**

Name:	Social Security Number/ Tax ID Number:
Street:	Date of Birth:
City, State. Zip:	Best Phone Contact (Home) (Mobile) (Work) (circle one):
Current Employment:	Alternate Phone Contact (Home) (Mobile) (Work) (circle one):
Employment Address:	Annual Salary/ Hourly Income:
Opposing Party/Opposing Counsel:	Contact Email:
Nearest Relative/ Contact: (Not in same residence)	Relative/Contact Telephone and Relationship:
Spouse/ Previous Spouse/ Fiancé (circle one):	Spouse Employment:
Spouse Phone Contact:	Employment Address:

### Important Dates *(if applicable)*:

Court Date/ Time:	Deadlines:
Judge/ Court Room No.:	Statute of Limitations:
District (County):	Case No.:

**YOUR HONESTY IN ANSWERING THESE QUESTIONS IS ESSENTIAL IN EVALUATING AND EFFECTIVELY REPRESENTING YOUR CASE.**

1. What Legal Services are you seeking?

Appeals Automobile Accident Civil Rights DUI Medical/ Dental Malpractice Workers Comp Construction Law	Personal Injury (Type of Injury): _____ Premises liability Small Claim/ Liens Other: _____ _____	Family Law Adoption Divorce Guardianship Name Change Support/Alimony Visitation/Custody VPO (Protective Order)
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2. Briefly describe the reason for your consultation today:

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3. What is your IDEAL outcome? What do you want resolved in your case and why?

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4. Knowing that there are no guarantees, what is acceptable?

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5. Have you spoken with another attorney concerning this matter? If so, whom and what did he or she tell you?

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6. How did you hear about our firm?

<input type="checkbox"/> Online/ Internet <input type="checkbox"/> Yellow Book Directory <input type="checkbox"/> Billboard Mailer	<input type="checkbox"/> TV Commercial Referred by: _____ Other: _____
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**PLEASE READ CAREFULLY & SIGN BELOW**

- I. Following your initial interview, if you agree to hire the Attorney, and the Attorney agrees to represent you, you will both sign a Fee Agreement for representation.
- II. In some cases (NOT ALL), a payment plan will be available. However, any payment plan must be secured by debit or credit card number and information of the debtor. If this becomes an option an automatic withdrawal system will be put in place. If you do not have a line of credit available, then you are not eligible for the payment plan option.
- III. If the Attorney does not agree to represent you, this includes not representing you with regard to the matter set forth by yourself 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 the Statute of Limitations. Therefore, the Attorney strongly urges you to immediately consult another attorney to protect your rights. The decision of the Attorney not to represent you should not be taken by you as an expression regarding the merits of your case.
- IV. If another appointment is required or requested following your initial consultation, there will be a fee charged for any and all subsequent consultation.

*I understand that **the initial consultation is Free and that the information I have provided will remain confidential.** If I choose to hire an attorney from ERICKSON LAW FIRM, a separate agreement will be signed by the parties reflecting the scope of services, the total amount due and owed, and the method of payment. I agree that no legal advice has been tendered here today unless otherwise stated in a separate fee agreement. Any information provided to me today is for the sole purpose of assisting me in making a sound decision on whether I will choose to retain the services of ERICKSON LAW FIRM.*

\_\_\_\_\_  
Print Full Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Below this point for Attorney Documentation Only**

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