



NEW CLIENT INTAKE AND NOTICE OF NON-REPRESENTATION

Name: _____ Date: ____/____/____

Home Address: _____ City: _____ State: ____ Zip: _____

Home Phone: (____)____-____ Home Fax: (____)____-____ Cell Phone: (____)____-____

Email: _____ County of Residence: _____ Length of Residence: _____

Date of Birth: ____/____/____ Social Security Number: ____-____-____

Employer: _____ Work Phone: (____)____-____

Marital Status: Single Widowed (Date: ____/____/____) Separated (Date: ____/____/____)

Married (Date: ____/____/____ City/State: _____) Divorced (Date: ____/____/____)

Children's Names	Sex: M/F	Place of Birth	Date of Birth	Social Security

❖ **Divorce/Child Support/Modification:**

Does your spouse have an attorney? Yes (Name: _____) No

Opposing Party's Name: _____ Date of Birth: ____/____/____

Social Security Number: ____-____-____ Phone: (____)____-____ E-mail: _____

Home Address: _____ City: _____ State: ____ Zip: _____

Address of Service: (if different from above): _____

❖ **Guardianship/Probate:**

Ward's/Decedent's Name: _____

Date of Birth: ____/____/____ Social Security Number: ____-____-____ Date of Death: ____/____/____

Have you been served court papers? Yes (Date: ____/____/____) No

Other lawyers I have spoken directly to, have met with, or hired are: _____

Are there any court dates or hearings currently set in this matter: Yes (Date: ____/____/____) No

I understand that I am not a client of this office at this time and will not be a client and the lawyer cannot provide legal advice to me, until there is a written retainer agreement executed by myself and this law office.

Client Signature: _____ **Date:** _____

WE MUST HAVE A COPY OF YOUR CURRENT DRIVERS LICENSE!