

Arnold & Arnold, Ltd.

ATTORNEYS AND ADVISORS AT LAW

Initial Client Consultation Intake Form

Date Form Completed: _____

New Client

Existing Client

Marital Relationship: Single Married Divorced Widowed Separated

Client: _____ SS# _____ Male Female

Have you ever used, or been known by, any other name than that shown above?

Yes No

If yes, list here each other name, and state when and why each other name was used:

Citizenship: United States Other: _____

Spouse: _____ SS# _____ Male Female

Have you ever used, or been known by, any other name than that shown above?

Yes No

If yes, list here each other name, and state when and why each other name was used:

Citizenship: United States Other: _____

Client Address: _____

Home Telephone: _____ May we contact you at this number? Yes No

Cell Phone: _____ May we contact you at this number? Yes No

Email Address: _____

Spouse Address: _____

Same as address above

Home Telephone: _____ May we contact you at this number? Yes No

Cell Phone: _____ May we contact you at this number? Yes No

Email Address: _____

Client Employer: _____

Telephone: _____ May we contact you at this number? Yes No

Spouse Employer: _____

Telephone: _____ May we contact you at this number? Yes No

List the names and ages of all children:

Child: _____ Age: _____

Child: _____ Age: _____

Child: _____ Age: _____

Child: _____ Age: _____

Child: _____ Age: _____

List the names and ages of all stepchildren:

Child: _____ Age: _____

Child: _____ Age: _____

Child: _____ Age: _____

Child: _____ Age: _____

Child: _____ Age: _____

Briefly explain what you may need advice about or assistance with today:

Are there any other parties involved?

Party: _____ Relationship: _____

Party: _____ Relationship: _____

Party: _____ Relationship: _____

Party: _____ Relationship: _____

Is Arnold & Arnold, Ltd. the first law firm you have consulted regarding the issue stated above? Yes No

Have you ever been represented by an attorney before? Yes No

If yes, please state the law firm/attorney name and the circumstances:

How did you learn about Arnold & Arnold, Ltd.?

Firm Website Friend/Colleague Former Client Bar Referral

Other: _____

Generally a majority of our communication is done via mail. Are you willing to accept non-confidential communication via email? Yes No