

Dear Prospective Client,

Thank you for calling us about your family law matter. We're honored that you have chosen our firm to talk to about your legal issues.

I have enclosed the new client information worksheet that we discussed during our phone call. Please complete this form to provide us with the information that we will use to give you as complete a consultation as we can regarding your situation. Please feel free to make additional notes or to jot down any questions that you want to remember to get answered during the consultation.

Please do not bring children to this appointment. We will be discussing mature, sometimes sensitive subjects and I need you to be comfortable discussing all subject matter related to your case, and some information is inappropriate to be discussed in the children's presence. Additionally, sometimes children do not do well in an office atmosphere. If you are distracted because you must tend to a disruptive child, you will not be able to receive the full benefit of your consultation. Therefore, we ask that you make suitable arrangements for your child during your appointment with us.

At our initial meeting we will only meet with our prospective client and do not allow other parties to participate in the consultation. We do this because any information that you tell me during the appointment is protected by the attorney-client privilege. What that means is that any information that you tell me is held in complete confidence; but if there is a third-party present that attorney-client privilege is waived. What this means is that the extra person can be subpoenaed to court and be required to answer any questions about the conversation you had with me. **Therefore it is never in our client's best interest for there to be a third-party present during this meeting.** While we do not recommend it, if you must tell someone about what we discuss during our meeting, then you may do so after our meeting. The second reason that we meet with our client alone is that in domestic matters we must know all facts and circumstances in your case. Additionally, often times there may be issues that you do not think are relevant, but during the course of our conversation they become relevant and you may not wish to discuss these in the presence of a third-party.

I do not want you to be in the slightest bit uncomfortable discussing sensitive information that may be relevant to your case so that I can give you the best opinion possible. If you decide to retain us at a subsequent meeting and you wish to have someone involved either to provide or to discuss facts about your case, we can arrange for a meeting with that party to have them come in and have an informational meeting and we will know in advance not to discuss sensitive matters with them.

As a reminder, our consultation for domestic matters is \$50 and will be taken by our receptionist at the beginning of your appointment before you meet with the attorney. If you intend to pay cash, we ask that you have the exact amount as we do not keep any cash in the office.

We look forward to seeing you!