

OWENS, PINZELIK, WOOD & SCHAFF, P.C.

MAIN:
RIVER FORUM I
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SATELLITE OFFICES:
SE PORTLAND
VANCOUVER, WA

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NEW CLIENT INFORMATION SHEET

Today's Date: _____

Client's Full Name: _____ SS#: _____

Date of Birth: _____ Place of Birth: _____

Street Address: _____ City/State: _____ Zip: _____

Phone Numbers: Home _____ Work _____ Other _____

Email: _____ Client's Employer: _____

Spouse's/Partner's Full Name: _____

S/P SS#: _____ S/P Employer: _____

S/P Numbers: Home _____ Work _____ Other _____

Other Contact Name: _____ Phone Number: _____

How did you hear about our office? (Check only one, please.)

- | | |
|--|---|
| <input type="checkbox"/> Firm website (www.davidowenslaw.com) | <input type="checkbox"/> High school sports program or ad |
| <input type="checkbox"/> Findlaw.com | <input type="checkbox"/> The Academy Theater |
| <input type="checkbox"/> Avvo.com | <input type="checkbox"/> An OSPW client (Name: _____) |
| <input type="checkbox"/> Yelp.com | <input type="checkbox"/> Another attorney (Name: _____) |
| <input type="checkbox"/> My employer | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> From a professional referral service | |

What type of legal matter are you here to discuss? _____

Who is the opposing party? _____ Opposing attorney? _____

Is there a court appearance or other deadline approaching? Y N Date: _____

What is that deadline? _____

PLEASE NOTE: There is an \$100.00 fee for first half-hour of initial conferences, which is due at the time of the consultation. Following the first half-hour, all time is billed at our normal applicable rates and due within ten (10) days. We generally do not bill a fee for consultation regarding bankruptcy, personal injury, and wage & hour claims. If you are unsure about whether you are required to pay a fee, or the amount of the fee, please ask the attorney meeting with you at the beginning of the conference. This office accepts payment in cash, check, or VISA/Mastercard. Discussion of your case with this office, and/or payment for the initial consultation does not constitute acceptance of representation by this office or by the client. Prior to the commencement of representation the attorney will present a separate fee agreement to client, which the client must sign to formalize the attorney-client relationship.

How will you be paying today? Cash ___ Check ___ Credit/Debit ___

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