



NEW CLIENT QUESTIONNAIRE

Please complete *entirely* before your appointment. Please **PRINT**.

Information about you:

First Name:	
Middle Name:	
Last Name:	
Date of Birth:	
Social Security Number:	
Home Address:	
Home City/State/ZIP:	
Home Phone Number:	
Home Email Address:	
Mobile Number:	
Employer:	
Employer Address:	
Employer City/State/ZIP:	
Employer Phone:	
Work Email Address:	
Which address should we use to contact you?	

Information about other party:

First Name:	
Middle Name:	
Last Name:	
Date of Birth:	
Social Security Number:	
Home Address:	
Home City/State/ZIP:	
Home Phone Number:	
Home Email Address:	
Mobile Number:	

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Reeves Lavalley, PC. 250 Commercial St. #450, Worcester, MA 01608
(508) 425-6945 Fax: (508) 425-6944

We need this information before we meet with you. **Filling out this form does not form an Attorney-Client relationship.** That is what a retainer agreement does, and if we accept your case, you will receive one that needs to be signed. **Please bring a government issued photo-id with you to your meeting.** We will make a copy of it so we are sure whom you are.

The **first 30 minutes** of the initial consultation **are free**, but **any additional time** is charged at **\$295.00/hour and is payable at that time. WE WILL NOT BILL YOU.** If your initial meeting is 1 hour, the first 30 minutes is free, and **you will need to pay the attorney \$147.50 after 30 minutes into the meeting to continue through the second 30 minutes.** It is not the obligation of the Attorney to notify you when you have reached 30 minutes. The attorney is focusing on the facts of your case not on time.

Payment must be in Cash, Check or a Money Order. No starter checks.

I have read the above, understand it completely, and agree with it.

Signature

Date

How did you hear about the company? Please be specific. For example, if it was a client, please give their full name as you both may be entitled to a discount. If it was from the phonebook, which one (if known), and if it was from the internet what website or search. The more information the better. Thank you. _____.