## BARNES LAW OFFICE, PLLC CLIENT INTAKE SHEET

NEW CLIENT: [ ] PRIOR CLIENT: [ ]  CLIENT:	FILE NUMBER:	DATE OF INCIDENT:
SPOUSE:		
SPOUSE:	CLIENT:	
CLIENT EMPLOYER: TELEPHONE: SPOUSE EMPLOYER: TELEPHONE: INSURANCE INFORMATION: EMERGENCY CONTACT(S): (NAME) (RELATIONSHIP) (TELEPHONE)  AREA OF LAW: ORIGINATING ATTORNEY: ASSIGNED ATTORNEY(S): REFERRED BY (CLIENT OR ATTORNEY?): Initial and date the following items when completed: CONFLICT CHECK: ENGAGEMENT LETTER: DOCKET ENTERED: STATUTE OF LIMITATIONS/TIME DEADLINE:	SPOUSE:	
CLIENT EMPLOYER: TELEPHONE: SPOUSE EMPLOYER: TELEPHONE: INSURANCE INFORMATION: EMERGENCY CONTACT(S): (NAME) (RELATIONSHIP) (TELEPHONE)  AREA OF LAW: ORIGINATING ATTORNEY: ASSIGNED ATTORNEY(S): REFERRED BY (CLIENT OR ATTORNEY?): Initial and date the following items when completed: CONFLICT CHECK: ENGAGEMENT LETTER: DOCKET ENTERED: STATUTE OF LIMITATIONS/TIME DEADLINE:	ADDRESS:	
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EMERGENCY CONTACT(S): (NAME) (RELATIONSHIP) (TELEPHONE)  AREA OF LAW:	TELEPHONE:	
AREA OF LAW:	INSURANCE INFORMATION:	
ORIGINATING ATTORNEY:	EMERGENCY CONTACT(S): (NAME	(RELATIONSHIP) (TELEPHONE)
ASSIGNED ATTORNEY(S):	AREA OF LAW:	
REFERRED BY (CLIENT OR ATTORNEY?):  Initial and date the following items when completed:  CONFLICT CHECK: FEE CONTRACT:  ENGAGEMENT LETTER: DOCKET ENTERED:  STATUTE OF LIMITATIONS/TIME DEADLINE:  RELEVANT	ORIGINATING ATTORNEY:	
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RELEVANT	ENGAGEMENT LETTER:	DOCKET ENTERED:
	STATUTE OF LIMITATIONS/TIME I	DEADLINE:
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