

CIVIL CLIENT INFORMATION SHEET

Date: _____

Please fill out as much as you can. Everything you write is confidential and protected by the attorney-client privilege. ***Please print.***

PERSONAL INFORMATION

Full Name: _____

Home Address/City/State/Zip _____

Billing Address (if different): _____

Date of Birth: _____

Home: _____ Work: _____

Fax: _____ Pager: _____

Mobile: _____ Email: _____

Driver's License #/State: _____ Social Security Number: _____

Employer: _____ Occupation: _____

Address/City/State/Zip: _____

How did you learn about this attorney? (Yellow pages, referral (name of person referring), etc.) _____

Briefly describe the facts of your situation or case: _____

Do you have any documents relating to this case and do you have them with you?

ATTORNEY

_____ Terry Keel _____ Jason R. Nassour _____ Patrick Groves
_____ Josh Fogelman

The following is to be filled out by Keel & Nassour, L.L.P.

CASE TYPE: _____ CAUSE: _____

COUNTY: _____ COURT DATE/SETTING: _____

BILLING INFORMATION

ATTORNEY: _____

CIVIL BILLING INFORMATION

Base Fee: \$ _____

Hourly Rate: Attorney: \$ _____

Hourly Rate: Paralegal: \$ _____

Retainer: _____

Other: _____

Contingency Case:

Contingent: _____ % Of _____

Retainer: _____

Payment Agreement: _____ Down Payment Monthly Billing? YES / NO
