

**LAW OFFICE OF**  
**Harold Cogdell JR.**  
**WHEN RESULTS MATTER**

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**Client Intake Form**

**PLEASE READ CAREFULLY:** The purpose of this form is to gather the information needed by the Attorney Cogdell before an initial consultation. The purpose of an initial consultation is for the attorney to advise you, the prospective client on what, if anything, may be done to aid and or assist you or your family, friend or loved one with the current legal issue facing the perspective client and to discuss legal fees associated with legal representation. The purpose is not to render a definitive legal opinion as it may be impossible to fully assess a matter within the time frame allotted for a consultation or with the (information or documents) that you may be able to provide at the initial consultation.

Please note that this Firm does not represent you with regard to the matters you set forth in this information sheet or discussed during your consultation unless and until, both you and the Attorney agree upon the terms of representation. If your legal problem(s) involve a potential lawsuit or current litigation, it is important that you realize certain time periods will likely effect your legal rights. In the event the Attorney decides not to represent you should not be take this decision as an expression regarding the merits of your case. I acknowledge that completion of this form does not mean that I have hired this firm or any attorney working for this firm.

**Name** Today's Date: \_\_\_\_\_  
First: \_\_\_\_\_ Middle: \_\_\_\_\_ Last: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Nicknames/Alias: \_\_\_\_\_

**CONTACT INFORMATION**

Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_  
Primary Contact Name: \_\_\_\_\_  
Primary Contact Phone Number (\_\_\_\_) \_\_\_\_\_  
Primary Contact Number Email: \_\_\_\_\_  
Secondary Contact Name: \_\_\_\_\_  
Relationship to Perspective Client: \_\_\_\_\_  
Secondary Contact Phone Number: (\_\_\_\_) \_\_\_\_\_  
Primary Contact Number Email: \_\_\_\_\_

Briefly explain what you may need advice about or assistance with today:  
\_\_\_\_\_  
\_\_\_\_\_

How did you learn of our office: [ ] A friend/Co-Worker [ ] Former Client [ ] Our Web Page [ ] Web Search (Google, etc.) [ ] Other: \_\_\_\_\_

Client authorizes the Attorney to communicate about matters related to representation with only the following person(s) (please indicate relationship to client): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_