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**CLIENT INFORMATION FORM**

**INSTRUCTIONS:** Please answer all questions truthfully and completely. The information you enter in this questionnaire is confidential and protected by Attorney-Client Privilege. The information will not be disclosed to anyone outside of this office, except in the course of rendering legal services on your behalf, or unless otherwise required by law.

If this is a phone consult, please return the completed and signed form (to my fax below or to my email at KS@KarenSchroederLaw.com) at least twenty-four hours prior to our scheduled time, or your appointment will be automatically canceled for lack of information.

**CLIENT INFORMATION**

Name(s): \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

County of Residence: \_\_\_\_\_ You have lived at current address since: \_\_\_\_\_

Other names you have been known by (prior Married & Maiden names): \_\_\_\_\_

Cell Phone (H): \_\_\_\_\_ Cell Phone (W): \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone No: \_\_\_\_\_

E-mail Address(es): \_\_\_\_\_

Date of Birth: (H) \_\_\_\_\_ (W) \_\_\_\_\_ State of Birth: (H) \_\_\_\_\_ (W) \_\_\_\_\_

US Citizen(s): Y \_\_\_ N \_\_\_, if no, Country of Birth \_\_\_\_\_

Last 3 digits of Social Security Number (H) \_\_\_ (W) \_\_\_ Last 3 digits of Driver's License (H) \_\_\_ (W) \_\_\_

Have you ever filed for bankruptcy, and if so, when and details: \_\_\_\_\_

**EMPLOYER:** \_\_\_\_\_

Work Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Work E-mail Address: \_\_\_\_\_

How long have you worked at this employer? \_\_\_\_\_

Position: \_\_\_\_\_

Name of Emergency Contact, and Relation to You: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Home/Work Phone: \_\_\_\_\_

Nature of case /reason for seeking consultation with our office: \_\_\_\_\_

How did you hear about our office? \_\_\_\_\_

A \$100.00 consult fee shall be prepaid by cash, check or money order, prior to any legal consultation.

NOTICE TO CLIENTS

THE STATE BAR OF TEXAS INVESTIGATES AND PROSECUTES PROFESSIONAL MISCONDUCT COMMITTED BY TEXAS ATTORNEYS. ALTHOUGH NOT EVERY COMPLAINT AGAINST OR DISPUTE WITH A LAWYER INVOLVES PROFESSIONAL MISCONDUCT, THE STATE BAR'S OFFICE OF GENERAL COUNSEL WILL PROVIDE YOU WITH INFORMATION ABOUT HOW TO FILE A COMPLAINT. PLEASE CALL 1-800-932-1900 TOLL FREE FOR MORE INFORMATION.

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SIGNATURE

DATE