

Date: ____/____/200__ Client: _____

Case # _____ VLP Attorney _____

Spokane County Bar Association Volunteer Lawyers Program CLIENT INTAKE AND REPORT FORM

**CLIENTS: PLEASE COMPLETE
THE FOLLOWING**

Name

Address

City State Zip

Phone Message Phone

Birth date: ____/____/____ Age _____

U.S. Citizen or permanent resident? Yes or No

M or F Race: _____

Disability? _____

Marital Status: M S D Sep

Total Number of Persons in Household _____

Number of adults: _____ Number of minors: _____

Gross Monthly Income \$ _____

Source (for example, SSI, TANF, unemployment)

**ATTORNEYS: PLEASE COMPLETE
THE FOLLOWING**

Area of law for this case: _____

Case Outcome:

advice only, because that was the service agreed to

advice only, because case had insufficient legal merit to proceed

advice and help with document preparation/review

case concluded by negotiation

case concluded by administrative agency decision

case concluded by court decision

case concluded by mediation

attorney withdrew because _____

other _____

Pro bono hours _____

**Return this completed form to: SCBA Volunteer Lawyers Program
1704 W. Broadway Ave. Spokane, WA 99201**

**Fax: 232-3051
Email: jsmith@spokanebar.org**