

Attorney Consultation WORKSHEET

Law firm Name: _____

Injury Date: _____

Law firm Address: _____

Injury Location: _____

Attorney Name: _____

Incident Type: (Vehicle Crash;
Slip and Fall; Malpractice, etc.) _____

Consultation Date & Time: _____

At-Fault Party's Insurance Carrier: _____

Consultation scheduled by:
(Attorney, secretary, paralegal name) _____

Questions to Ask the Attorney:

1 How long have you handled claims like mine?
How many went to trial? Did you win?

2 How long will it take to settle my case?

3 How much do you think my claim is worth?
Is it a strong case?

4 If my claim doesn't settle for a reasonable amount,
would you take it to court?

5 What is your caseload? Do you have time for my case?
Who else will work on my case?

6 How much are your legal fees?
Are the fees different if the case settles out of court?

7 How would you be paid?
Will there be costs on top of the fees?

8 How would you communicate
with me about my case?



How to Use Your Attorney Consultation WORKSHEET

Use this checklist when you first meet with an attorney to discuss your injury claim. The information you gather can help you decide if you need an attorney to settle your claim, or which attorney best fits your needs if you meet with more than one.

Reminder: Bring all claim documentation to your consultation, including police/incident reports, witness information, photographs, and correspondence.

Questions to Ask Yourself After the Consultation:

1 Was the law office clean and tidy?
Did you have to wait long?

2 Was the support staff
courteous and helpful?

3 Is the attorney well groomed and professional?
Did they give you their full attention?

4 Did the attorney answer all your questions
in a way you could understand?

5 Did you feel comfortable with the attorney?
Do you feel they gave you reliable information?

6 Are you clear on how the attorney
will be paid for fees and costs?

 Notes: