

GOODRICH, QUAN & CHEUNG, LLP

ATTORNEYS AT LAW
8555 AERO DRIVE., SUITE 210
SAN DIEGO, CALIFORNIA, 92123
TELEPHONE: (858) 560-4529
FACSIMILE: (858) 560-8425

ATTORNEYS:

JOHN Q. GOODRICH, III
WM. DEREK QUAN
ALAN W. CHEUNG

OTHER OFFICE:

IMPERIAL COUNTY
480 OLIVE ST., SUITE 2
EL CENTRO, CA 92243
TELEPHONE: (760) 352-8463

PLEASE RESPOND TO:
 SAN DIEGO OFFICE
 EL CENTRO OFFICE

DATE: _____

LEGAL PLAN (IF ANY): _____

MEMBER ID# OR SS#: _____

CLIENT INTAKE SHEET

I. Personal Information:

Name: _____ DOB: _____ SS#: _____
Address: _____

Drivers License Number: _____ Phone Number: _____ Work Phone: _____
Employer: _____ Occupation: _____
Address of Employer: _____

II. Legal Problem:

Briefly describe why you are seeking our legal services:

Were there any witnesses of the event: Y or N If yes, please fill out the following:

A. Witness #1:

Name: _____ Relationship: _____
Phone Number: _____
Address: _____

B. Witness #2:

Name: _____ Relationship: _____
Phone Number: _____
Address: _____

Have you ever been a part of any legal proceedings prior (List all prior criminal and civil cases. Please briefly describe each event and provide the court in which the suit was filed, the case number and the final outcome):

A. _____

B. _____

III. Miscellaneous:

How did you hear about our firm: _____

If referred, who referred you: _____
If through an advertisement, which one (i.e. yellow pages, newspaper, etc.) _____

IV. Attorney Notes: _____

