

**CONFIDENTIAL CLIENT INFORMATION FORM:**

The following information we are asking you to provide us is confidential information. This information will remain in our file and helps us better prepare your case and defend you. You do not have to fill out all of the information below, but we would strongly encourage you to provide as much information as you possibly can. We are asking for this information in order to help you!

DATE FILE OPENED \_\_\_\_\_  
DATE OF COMPLETION OF FORM \_\_\_\_\_

Offense(s) \_\_\_\_\_

State/Fed \_\_\_\_\_ County of Offense \_\_\_\_\_

(If DWI - - Breath Test – Refused / Failed? Result \_\_\_\_\_ Request ALR Hearing \_\_\_\_\_

Date of Offense \_\_\_\_\_ Arresting Agency \_\_\_\_\_ Setting Date \_\_\_\_\_

Bondsman \_\_\_\_\_

**ATTORNEY FEE INFORMATION:**

\$ \_\_\_\_\_ No charges, Dismissal, Plea                      Payout Arrangement:  
\$ \_\_\_\_\_ Up-front Payment                                      Installment Amt \$ \_\_\_\_\_ per Mth/Wk  
\$ \_\_\_\_\_ Trial Fee if Necessary                                      Beginning date \_\_\_\_\_  
Copy of Contract to \_\_\_\_\_

**1. PERSONAL INFORMATION**

Client Name \_\_\_\_\_  
Aliases/Nicknames: \_\_\_\_\_  
D.L. Number \_\_\_\_\_ Birthplace \_\_\_\_\_ DOB \_\_\_\_\_  
Height: \_\_\_\_\_ Citizenship Legal or Illegal  
Hair color: \_\_\_\_\_ Race \_\_\_\_\_  
Eye Color: \_\_\_\_\_ EMAIL \_\_\_\_\_  
Cell Phone: \_\_\_\_\_ Other Phone Number: \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
   Street/City/State/Zip

**COMMUNICATION PREFERENCE: MAIL---EMAIL---BOTH**

Contact Person \_\_\_\_\_ Telephone \_\_\_\_\_  
Contact Person Email: \_\_\_\_\_  
Marital status: \_\_\_\_\_ Spouse's Name: \_\_\_\_\_  
Other Important Close Relatives/Friends & Contact Information: \_\_\_\_\_  
Present Occupation: \_\_\_\_\_ How long? \_\_\_\_\_  
Employer: \_\_\_\_\_

Education Level: \_\_\_\_\_  
Military Service: \_\_\_\_\_ Branch: \_\_\_\_\_ Highest  
Rank: \_\_\_\_\_

**\*\*If non-U.S. Citizen\*\***

When did you last enter the U.S.? \_\_\_\_\_  
How did you enter the U.S.? \_\_\_\_\_  
Did you ever obtain a green card, visa, permission? Yes/NO. When? \_\_\_\_\_  
Have you ever been deported or put into deportation proceedings? \_\_\_\_\_  
IF so, when \_\_\_\_\_

**SOCIAL MEDIA:**

Do you have a social media account (Facebook, Twitter, Instagram, MySpace page, or other)?  
 YES             NO

Is it publicly viewable or accessible?  
 YES             NO

**2. WHAT BROUGHT YOU TO ME?**

How did you hear about the firm?  
\_\_\_\_\_ I was referred by \_\_\_\_\_  
\_\_\_\_\_ I found the firm with a  
    \_\_\_ Google search  
    \_\_\_ Other Internet search \_\_\_\_\_  
\_\_\_\_\_ Texas Super Lawyers/Texas Rising Star  
\_\_\_\_\_ FindLaw  
\_\_\_\_\_ Lawyers.com  
\_\_\_\_\_ AVVO  
\_\_\_\_\_ LinkedIn  
\_\_\_\_\_ Social Media (Facebook, Twitter)  
\_\_\_\_\_ Yellow Pages  
\_\_\_\_\_ Printed Ad in \_\_\_\_\_  
  
\_\_\_\_\_ Other: \_\_\_\_\_

**3. ADDITIONAL CASE INFORMATION**

SEARCH? \_\_\_\_\_

WARRANT OR CONSENT? \_\_\_\_\_

WHAT WAS FOUND (if anything) IN SEARCH? \_\_\_\_\_

ANY STATEMENTS MADE TO POLICE? \_\_\_\_\_



**5. PREVIOUS ARRESTS & CRIMINAL CONVICTIONS**

| Date | Charge | Type<br>(felony or misdemeanor) | Disposition OR<br>Outcome of Case | Location/County | Attorney |
|------|--------|---------------------------------|-----------------------------------|-----------------|----------|
|      |        |                                 |                                   |                 |          |
|      |        |                                 |                                   |                 |          |
|      |        |                                 |                                   |                 |          |
|      |        |                                 |                                   |                 |          |
|      |        |                                 |                                   |                 |          |
|      |        |                                 |                                   |                 |          |
|      |        |                                 |                                   |                 |          |
|      |        |                                 |                                   |                 |          |
|      |        |                                 |                                   |                 |          |
|      |        |                                 |                                   |                 |          |

**Prior Driver's License Suspensions**

• Has your driver's license ever been suspended for any reason? YES NO

• If yes, what caused your prior license suspension?

\_\_\_\_\_

• If yes, when was the prior license suspension?

\_\_\_\_\_

**6. POTENTIAL WITNESSES**

**Potential Fact/Alibi Witnesses:**

| Name | Contact Info | Will Testify That: |
|------|--------------|--------------------|
|      |              |                    |
|      |              |                    |
|      |              |                    |



Have you ever been diagnosed or treated for any type of mental health condition?

- YES  NO

If YES, please explain diagnosis and treatment you have received:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you ever been hospitalized for a psychiatric or mental health condition?

- YES  NO

Were you taking any medication or drugs at the time of your arrest? \_\_\_\_\_

List all medications taken within 24 hours of your arrest (prescription and non-prescription).  
Include type, dosage, and time you took the medication.

\_\_\_\_\_

\_\_\_\_\_

What effect does the medication have on you?

\_\_\_\_\_

Family History of Mental Health Conditions?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you have any disabilities?

\_\_\_\_\_

\_\_\_\_\_

**8. ALCOHOL/DRUG HISTORY**

Do you use drugs or alcohol?

- YES  NO

If YES, which ones?

\_\_\_\_\_

\_\_\_\_\_

