



The Siemon Law Firm

A Professional Corporation

Family Law and Criminal Defense

www.siemonlawfirm.com

(T) 770.521.4316

(F) 770.521.4317

Alpharetta Office:
4555 Mansell Road, Suite 300
Alpharetta, Georgia 30022

Cumming Office:
Corporate Square, Bldg. 100
347 Dahlonega Street
Cumming, Georgia 30040

Confidential Client Intake

Today's Date: _____ (NOTICE: No representation is provided until a signed fee contract is received and retainer is paid)

Full Legal Name: _____

S.S. No.: _____ DOB: _____ Driver's License # and Issue State _____

Confidential Address: (We prefer a PO Box since this mail would only be retrieved by you. Please do not list an address where mail can be retrieved by other parties. If necessary, leave blank and call us once you have obtained a PO Box. *)

*Would you prefer that copies of all documents, when possible, be sent to you via email? **Yes / No** EMAIL: _____
(We **STRONGLY** suggest you create a new e-mail account with a new password for any communication with us).

Telephone Numbers: (Please list only those numbers that can be considered "safe – retrievable only by you.")

Home: () _____ Cell Phone: () _____
Work: () _____ Facsimile: () _____
Alt # () _____

EMPLOYED BY: _____ ADDRESS: _____

How did you learn of our firm? _____

Reason for seeking counsel? _____

BRIEF STATEMENT OF PROBLEM (Tell us what happened on the day you were arrested, use as much space as necessary, write on back if necessary):

OTHERS INVOLVED (including their Attorney / write on back if necessary)

NAME: _____ ADDRESS: _____

HOME PHONE: _____ WORK PHONE: _____

ATTORNEY'S NAME: _____

WHAT DOCUMENTS DO YOU HAVE RELATED TO YOUR CASE: _____
