



704 Main Street / Martinez, CA 94533 / 925-686-6900 / FAX 925-686-9867 / www.cccba.org

**CLIENT REQUEST FOR ASSISTANCE FROM THE CLIENT RELATIONS COMMITTEE of the CONTRA COSTA COUNTY BAR ASSOCIATION**

This form is not to be used if you have received a "Notice of Client's Right to Arbitration," have notice of a lawsuit being filed involving a fee dispute with your lawyer, or have filed a complaint with the State Bar of California.

**PLEASE PRINT OR TYPE ALL INFORMATION**

1. Your Name \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_

**ATTORNEY WITH WHOM YOU ARE DISSATISFIED**

2. Attorney's Name \_\_\_\_\_  
Firm Name \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_

3. What is/was the legal matter your attorney was employed to handle? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. When did you first contact this attorney? \_\_\_\_\_

5. Is there a written agreement or contract with the attorney?  Yes  No

6. Have you let your attorney know that you are dissatisfied?  Yes  No  
If so, \_\_\_ in writing \_\_\_ in person \_\_\_ by telephone

7. When was the last communication? \_\_\_\_\_

8. Please give a brief description of your dissatisfaction (attach additional sheets if needed):  
\_\_\_\_\_  
\_\_\_\_\_

9. Please state what you now want the attorney to do (attach additional sheets if needed):  
\_\_\_\_\_  
\_\_\_\_\_

I hereby authorize a member of the CCCBA's Client Relations Committee to contact my attorney, convey my concerns, and to receive and review documents from that attorney which may involve disclosure of confidential information. However, the Committee will maintain the confidentiality of information and documentation, none of which shall be available for subpoena purposes and which shall be destroyed following termination of any assistance from the Client Relations Program.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

**PLEASE RETURN THIS COMPLETED FORM WITH ATTACHMENTS TO:**  
Contra Costa County Bar Association, Attn. Client Relations Committee  
704 Main Street, Martinez, CA 94553

Case # \_\_\_\_\_