

Name _____ Phone _____ P# _____
Firm _____ Year admitted to Michigan Bar _____
Address _____ City _____ Zip _____
Other states in which licensed to practice _____ Email Address _____
Practice in other counties? (Specify) _____
Fluent in languages other than English? (Specify) _____ Deaf/Sign language: Yes ___ No ___
Saturday or evening appointments? Yes ___ No ___ Visit home, hospital or nursing home? Yes ___ No ___
Visit penal institution in Washtenaw County? Yes ___ No ___

CHECK CATEGORIES BELOW INDICATING AREAS OF LAW WITH WHICH YOU ARE FAMILIAR AND QUALIFIED TO PRACTICE AND IN WHICH YOU WILL ACCEPT REFERRALS:

BUSINESS

- ___ B1 Incorporation/Choice of Entity
- ___ B2 Corporate Law
- ___ B3 Securities
- ___ B4 Franchising
- ___ B5 Non-Profit Corporations
- ___ B6 Banking/UCC
- ___ B7 Taxes
- ___ B8 Liquor License
- ___ B9 Corporate Bankruptcy

CONTRACTS

- ___ K1 Insurance - Plaintiff
- ___ K2 Insurance - Defendant
- ___ K3 General Contracts

CRIMINAL

- ___ C1 General Criminal
- ___ C2 Business Criminal
- ___ C3 Appeals

FAMILY

- ___ F1 Divorce
- ___ F2 Custody/Support/Visitation
- ___ F3 Paternity
- ___ F4 Spousal Abuse-Divorce or Custody Case
- ___ F5 Child Abuse-Divorce or Custody Case
- ___ F6 Annulment
- ___ F7 Grandparents' Rights
- ___ F8 Prenuptial Agreements
- ___ F9 Family – PPO
- ___ F10 Name Change

GOVERNMENT

- ___ G1 Licensing/Regulation
- ___ G2 Local/Municipal/State
- ___ G3 Medicaid/Public Benefits
- ___ G4 Supplemental Security Income
- ___ G5 SSDI/Medicare
- ___ G6 Veterans' Benefits
- ___ G7 Military
- ___ G8 SSI/SSDI Appeals
- ___ G9 Immigration

SSI Issues: Michigan ___ Ohio ___

INTELLECTUAL PROPERTY

- ___ I1 Computer Law
- ___ I2 Patents
- ___ I3 Copyrights/Trademarks
- ___ I4 Trade Secrets

LABOR/EMPLOYMENT

- ___ L1 Represent Employee
- ___ L2 Represent Employer
- ___ L3 MESC
- ___ L4 MESC Appeals
- ___ L5 Discrimination
- ___ L6 Wrongful Discharge
- ___ L7 Employment Contracts

MALPRACTICE

- ___ M1 Medical Malpractice
- ___ M2 Dental Malpractice
- ___ M3 Legal Malpractice
- ___ M4 Veterinary Malpractice
- ___ M5 Other Malpractice

PERSONAL FINANCES

- ___ \$1 Bankruptcy
- ___ \$2 Debtors' Rights
- ___ \$3 Creditors' Rights
- ___ \$4 Consumer Protection
- ___ \$5 Lemon Law
- ___ \$6 New/Used Cars
- ___ \$7 Taxes
- ___ \$8 Identity Theft/Credit Fraud

PERSONAL PROTECTION ORDERS

- Plaintiff Defense
- ___ PP1 Personal Protection Orders
(Criminal/Civil)

PROBATE

- ___ PR1 Wills/Trusts/Estate Planning
- ___ PR2 Probate of Estates
- ___ PR3 Guardians/Conservators
- ___ PR4 Adoption
- ___ PR5 Mental Health
- ___ PR6 Juvenile Court
- ___ PR7 Emancipation
- ___ PR8 Probate Litigation

TRAFFIC

- ___ T1 Traffic Violations
- ___ T2 License Restoration
- ___ T3 OWI

REAL ESTATE

- ___ R1 Represent Tenant
- ___ R2 Represent Landlord
- ___ R3 Residential Sale/Purchase
- ___ R4 Business Sale/Purchase
- ___ R5 Fair Housing Plaintiff Defense
- ___ R6 Condominium/Cooperative
- ___ R7 Zoning
- ___ R8 Foreclosure/Forfeiture
- ___ R9 Condemnation
- ___ R10 Builder/Construction
- ___ R11 Titles/Boundary Disputes
- ___ R12 Mobile Homes
- ___ R13 Oil/Gas/Mineral Rights
- ___ R14 Real Estate Litigation

SCHOOL PROBLEMS

- ___ S1 Students' Rights
- ___ S2 Elementary/Secondary
- ___ S3 College/University
- ___ S4 Student Loans
- ___ S5 Special Education

TORTS

- Plaintiff Defense
- ___ P1 Personal Injury
- ___ P2 Premises Liability
- ___ P3 Product Liability
- ___ P4 Workers Compensation
- ___ P5 Railroad / F.E.L.A.
- ___ P6 Dram Shop
- ___ P7 Auto Negligence
- ___ P8 General Negligence
- ___ P9 Slander
- ___ P10 Police Brutality

OTHER

- ___ O1 Civil Appeals
- ___ O2 Civil Rights
- ___ O3 Collection
- ___ O4 Elder Law
- ___ O5 Medical Care Planning
- ___ O6 Nursing Home Law
- ___ O7 Entertainment/Sports Law
- ___ O8 Environmental Law
- ___ O9 Federal Court
- ___ O10 American Disabilities Act
- ___ O11 HIPAA
- ___ O12 Medical Marijuana

PLEASE READ AND SIGN REVERSE OF REGISTRATION--Return this form with your registration fee and a copy of the declarations page of your liability insurance policy to the WCBA, P.O. Box 8645, Ann Arbor, MI 48107.

The annual registration fee for WCBA members is \$75; non-members is \$150.

LAWYER REFERRAL AND INFORMATION SERVICE (LRIS) RULES

Each LRIS panel member agrees to these rules:

1. Attorney referral membership is open to all attorneys who are members in good standing with the State Bar of Michigan, who agree to abide by the LRIS Guidelines, and who pay the required fees. The annual registration fee is \$75 for WCBA members and \$150 for non-WCBA members. Fees are due January 1 each year, or upon joining the service, and are not prorated.
2. Each participating attorney agrees to carry professional liability insurance in an amount no less than **\$100,000/300,000** and to furnish a copy of the declarations page of the policy to the WCBA office when enrolling or renewing with the LRIS and at any time between enrollments when a policy expires and is renewed or replaced. Any change in insurance coverage must be communicated to the LRIS immediately.
3. Client will prepay a \$30 referral fee directly to the WCBA, which will entitle the client to up to thirty minutes of consultation with an attorney. The referral fee is paid to the Bar Association to help pay for the service staff, telephone, supplies, etc. Upon receipt of the \$30 referral fee, client will be directed to an attorney in the appropriate area of practice.
4. In a matter for which a referral is made and the referral results in fees over \$300 paid to the attorney, the panel member agrees to pay to the LRIS ten percent (10%) of the net fee **over \$300**. (e.g., If \$500 is received, here is the equation: \$500 - \$300 = \$200. \$200 x .10 = \$20. The WCBA then receives a \$20 percentage fees check from you.) This fee is to be paid within 30 days of receipt by the panelist.
5. No further fee shall be charged for the first half hour of consultation. Fees for additional time and services shall be as agreed between client and attorney. Panel members agree to charge LRIS clients fees identical to those charged non-LRIS clients for similar services. Attorneys are prohibited from increasing their fees to LRIS clients to compensate for the percentage fees.
6. Each attorney shall be required to return an information sheet as to the disposition of said referral. In the event of the failure to return the information sheets (furnished by the LRIS), the attorney will not receive any further referrals until all reports are returned.
7. Each attorney shall agree to promptly notify the Washtenaw County Bar Association LRIS of any change in professional status, address, or telephone number.
8. Any attorney who wishes to withdraw from participation in the LRIS is asked to do so in writing.
9. Each attorney participant agrees to accept one pro bono referral during the year. The attorney is responsible for reporting to the WCBA and Legal Services of South Central Michigan to receive credit for Pro Bono work.
10. If the panel member decides that special services are required or for any reason declines to speak with the client, that client should be referred to the LRIS for another referral, which will be provided without charge.
11. Each participating attorney agrees to the conditions of the [State Bar of Michigan LRIS Rule #2](#) – Eligibility Requirements and Conditions of Panel Membership, except where the rule conflicts with the rules of the Washtenaw County LRIS.

The LRIS makes no representations as to the number or frequency of referrals which will be made. Referrals are based on attorney availability, geography, area of law and similar considerations.

An attorney who fails to comply with any of the aforementioned guidelines may be suspended or removed from the LRIS after notice and opportunity to respond.

I agree to abide by the rules of the Washtenaw County Bar Association Lawyer Referral and Information Service as stated above.

Date

Attorney's Signature

HOW A REFERRAL IS MADE

Two factors determine how an attorney is selected for a referral. Factor one is geographic location. Factor two is the area of law handled by the attorney. A client calls the WCBA for a referral. The next attorney on the rotation in the appropriate geographic area who handles that field of law is selected.

The WCBA staff will then provide the name and number to the caller and inform the caller that he/she should contact the attorney's office directly to arrange an appointment. The WCBA staff will also call the attorney's office and give notice of the pending call. The WCBA sends a status report to the attorney, who is required to return it to the WCBA office.

WHAT THE LRIS DOES NOT PROVIDE: When clients call, they sometimes request the name of the BEST lawyer to handle the problem. WE DO NOT DO THIS. We do not rate or qualify attorneys. We so inform clients, and we also inform them that if they hire

an attorney from the referral service, they must make payment arrangements directly with that lawyer. We do not discuss attorney fees with the client.