

# HARRIS & JONES, L.L.C.

TWILA Y. HARRIS  
SHALONDA L. JONES

Attorneys At Law  
8455 HIGHWAY 85 BLDG, 700, STE D  
RIVERDALE, GA 30274

OFFICE: (678) 216-0230  
FACSIMILE: (678) 216-0245

## Client Intake Form

Date: \_\_\_\_\_

Consultation Fee: \$60.00/\$75.00  
Quote/basis \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (h) \_\_\_\_\_ (w) \_\_\_\_\_ (m) \_\_\_\_\_

Employer: \_\_\_\_\_

Spouse: \_\_\_\_\_

Referred by: \_\_\_\_\_

**TYPE OF LEGAL MATTER:** (Circle)

Adoption	Divorce*	Contracts	Civil Litigation
Criminal	Separation*	Custody	Child Support*
Juvenile	Immigration	Will	Personal Injury
Admin. Hrg.	Real Estate	Probation	Entertainment Law
Other _____			

*\*Additional documents initially required.*

### Criminal Charge Information

Hearing Date: \_\_\_\_\_  
Hearing Time: \_\_\_\_\_  
Location: \_\_\_\_\_

County: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Driver Lic. State/No.: \_\_\_\_\_ Date of Incident: \_\_\_\_\_

Charges: \_\_\_\_\_

Facts: \_\_\_\_\_

**Please Note:** This firms legal fees are affected by the circumstances of each case. Our regular rate is \$175.00 per hour for out of court time and \$250.00 per hour for in court time. These rates shall apply to all legal services provided, unless otherwise agreed upon by retainer agreement.

Signature \_\_\_\_\_