

THE CHICAGO BAR ASSOCIATION
LAWYER REFERRAL SERVICE RULES
Carefully Read the Following Before Signing

I, the undersigned, consent that the information furnished by me may be used by The Chicago Bar Association to determine my qualifications to participate in the Lawyer Referral Program. I also authorize the Illinois Supreme Court Attorney Registration and Disciplinary Commission or any other bar association or disciplinary body to furnish The Chicago Bar Association with information concerning complaints against me.

The undersigned will in no event hold the Association or any officer or any committee member to any liability whatever in connection with the Lawyer Referral Service. I consent that my name may be classified at the discretion of the committee or withdrawn from classification at any time provided that I may withdraw from the plan at any time by written notice to the Association. I acknowledge that, inasmuch as it is not a right but a privilege to participate, a lawyer may be temporarily suspended or permanently removed from a Lawyer Referral Service panel for good cause shown. I understand that upon receipt of any complaint against me, I may be re-screened. While participating, I agree:

- (A) To consult with any person wishing to consult me under the plan and who, if there is an office consultation, pays me in advance the consultation fee fixed by the committee. This consultation fee must be remitted to the Association for all office consultations under the plan, whether or not I have collected the fee from the referred person. The consultation fee may be waived in any matrimonial referral classified as a fee-from-spouse referral in which the client is referred to an attorney on the Lawyer Referral Service who will collect costs from the client and secure an order for fees from the spouse.
- (B) If subsequent legal employment is contemplated, I agree to discuss the subject of my charges with the client, and if any dispute should arise over the amount of fees charged, I agree to submit the question of fees to the Committee on Professional Fees of The Chicago Bar Association.
- (C) Promptly (within 30 days) to return to the Association all statements of referrals accurately completed, to notify the Association of any office consultations under the plan, to state whether or not I was retained by the referred persons, and to forward to the Association all remittances when due.
- (D) Any client which I receive through the Lawyer Referral Service will be my responsibility as to the matter referred and as to collateral matters arising therefrom. If I am not able to handle the client, I will refer the client back to The Chicago Bar Association. I understand that I may have assistance in handling the client, but the responsibility for the client and payment of the referral fee will be solely mine. If I should leave a firm with which I am associated, I agree to notify all CBA-referred clients by letter, with a copy to the CBA Lawyer Referral Service, of the client's options, including continuing my services, being referred to the CBA for another referral, or remaining with the law firm.
- (E) To render occasional charitable service when requested by a member of the staff (i.e. Call-A-Lawyer).
- (F) To pay in advance each year the annual registration fee fixed by The Chicago Bar Association and maintain in force professional liability insurance.
- (G) To abide by the Lawyer Referral Service Statement of Standards and Practices.
- (H) To refrain, in any advertising, from alluding to my relationship with the Lawyer Referral Service.
- (I) Not to charge clients received through the Lawyer Referral Service additional fees for expenses or fees I may incur through my participation in the Service.
- (J) To promptly notify the Lawyer Referral Service in the event my professional liability insurance is terminated, cancelled, modified or claims against me exceed policy limits for the policy period.

I understand that if I do not satisfactorily abide by these rules, I may be temporarily suspended or permanently removed from the Lawyer Referral Service.

PLEASE COMPLETE ALL OF THE FOLLOWING:

I (check one) am am not a member of a law firm. (If in a firm, firm must complete "Acknowledgment Form" to be returned to us.)

I (check one) have been have not been the subject of an inquiry or complaint with the Attorney Registration and Disciplinary Commission during the past year. (If any, please explain on separate sheet)

I (check one) have been have not been investigated by Federal or State authorities in connection with any activity involving my conduct as a lawyer. (If so, please explain below or on separate sheet)

Atty Reg. Number _____ Signature of Applicant _____ eMail Address _____ Date _____

05/2010