

**Legal Services Agreement with Colorado Legal Services, Inc. (CLS)
Limited Representation**

Colorado Legal Services, Inc. and _____ agree that:
(print client name)

CLS will provide limited representation for (describe your legal problem): _____

This Agreement is for *this* legal problem only. It does not cover any other legal problem or an appeal of this case, if you lose. If you need CLS's help with a different case or an appeal, you must fill out a new application.

CLS's "limited representation" in this matter is limited solely to (mark the appropriate choices):

- _____ Brief services - no court appearances or drafting of documents
- _____ Assistance with drafting documents
- _____ Advice about negotiations between yourself and the adverse party – no representation at mediation or negotiation with the adverse party or opposing attorney
- _____ "Coaching" or walking you through court procedures
- _____ Other – describe: _____

Client verifies by signing her initials here that she has been informed of the risks and consequences of "limited representation" by CLS, that she agrees to the limits of assistance that will be provided by CLS as marked above, and that she is consenting to such representation.

Client's initials: _____

CLS will not represent you in court. You are responsible for knowing when your court hearings are scheduled and you must appear at all court hearings.

Signing this Agreement means you agree to cooperate with CLS. You will:

- Keep your appointments,
- Keep your contact information (address, phone numbers) updated,
- Tell us the truth about your situation,
- Return phone calls,
- Answer any questions about your case,
- Tell CLS about any changes in your income,
- Not talk to the lawyer on the other side, unless CLS asks you to, and
- Do other things CLS may reasonably ask of you.

CLS can stop being your lawyer if we have a good reason, such as your income went up or you have not cooperated. But we must tell you what the reason is and give you a chance to tell your side. We can give you this chance only if you have kept your telephone and address updated with us. CLS may also transfer your case to another law firm or CLS casehandler.

You can tell CLS to stop being your lawyer at any time. If you are not happy with CLS, you can fill out a complaint.

Payment. CLS will not charge you for legal services. But you must pay all out-of-pocket costs including fees for serving papers, copying and depositions and court costs such as for filing papers at court.

If you cannot afford the court costs, you may ask the court for a Cost Waiver. That means you would not have to pay the court costs. CLS can advise you about asking for a Cost Waiver.

CLS may ask you for a deposit to cover your out-of-pocket costs. If you deposit more money than needed, we will return the rest to you. If we cannot find you after trying, we may keep your money as a donation.

If you cannot afford to pay for out-of-pocket costs of your case, CLS may pay the costs for now. But you will have to

pay back CLS later even if you lose your case. If your money situation is very bad, CLS may make an exception.

Privacy. CLS will keep your information private unless you give us permission to share it, or if the law requires it. We recommend that you keep your conversations with CLS private because if you tell anyone about our conversations, they may no longer be confidential. CLS will keep your records for ten years, and then we will destroy them.

How your case will end. CLS cannot guarantee how your case will end or make promises to you about your case. But we can give you our opinion and advice. You may win, you may lose, or you may agree to settle with the other side. If you get an offer to settle with the other side, you do not have to settle if you do not want to.

Fill out and sign below if you agree:

I have read and understood this agreement. I have received a copy of this agreement and CLS's Complaint Process.

CLS Casehandler signs here

Date

Client or authorized person signs here

Date

CLS limited representation retainer – May, 2012

**** If services are supplied through Southwest Bar Volunteer Legal Aid, read each Colorado Legal Services/CLS reference as both programs.****