

Client Intake- DWI

Date: _____

Name: _____ Employer: _____
Mailing Address: _____ Telephone (W): _____
Apt/Ste/Lot #: _____ Telephone (H): _____
City, State: _____ Telephone (C): _____
Zip Code: _____ Other: _____
Email Address: _____

Last 4 Digits SS#: _____ Date of Birth: _____
DL State, #: _____ Race: _____ Sex: _____
CDL: YES or NO
Height: _____ Weight: _____ Eye Color: _____ Hair Color: _____

How did you hear about our office?: _____

******DO NOT WRITE BELOW THIS LINE – FOR OFFICE USE ONLY!******

DWI Level: _____ Court Date: _____ County: _____

CHARGE: _____
Docket #: _____ Officer: _____

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Docket #: _____ Officer: _____

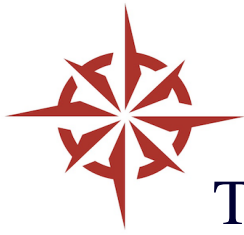
CHARGE: _____
Docket #: _____ Officer: _____

Pretrial Privilege: _____ Refusal: Y / N DMV Letter: Y / N
Assessments: Y / N DL123: Y / N Request Preliminary Hearing: _____
DWI Pretrial Motion: _____ Motions: _____
Blood Results: _____ Privilege: _____
Check Point: Y / N Motion: _____ Request Officer's Notes: _____

PLAN: _____

Attorney Fee: \$ _____ Court Cost: \$ _____
Payment Schedule (Down Payment to Open Case(s)): \$ _____

All DWI cases Must Go for 1st Appearance Waiver & Last Court Date to Handle Exception- Reason Why: _____



Tommy Kellis &
The Carolina Law Group

THIS AGREEMENT entered into this ____ day of _____, 2019, by and between THOMAS A. KELLIS II, Attorney at Law, (hereinafter called "Attorney"), and _____, (hereinafter called "Client").

WHEREAS, Client wishes to retain the exclusive services of Attorney to represent Client and perform the legal services defined in paragraph 1 below. Attorney agrees to perform said services faithfully and with due diligence.

1. The matters with reference to which the services are to be performed are:
Limited to: District Court _____ Superior Court _____

2. The amount Client agrees to pay to retain the exclusive services of Attorney is \$ _____. Client acknowledges that this amount of money is earned immediately and has agreed to this arrangement. Further, this retainer for the exclusive services of the Attorney is non-refundable and is earned immediately upon the payment of the same (representing payment for the lawyer's agreement not to represent an adverse party in the above referenced matter).
3. Representation in this matter is limited to District Court (unless noted above).
4. Nothing herein shall obligate representation beyond the Court for which employment is designated herein.
5. I authorize the Attorney to purge or destroy my file upon the entry of a judgment, order, dismissal, or the conclusion of the case for which Attorney was employed. No notice to me of the destruction of the file is necessary. Client Initials _____
6. I authorize the Attorney to retain and to apply towards attorney's fees and expenses any trust monies equal to or less than \$100.00 left in my trust account at the conclusion of the Attorney's work in this matter. No notice to me of this retention of monies is necessary. Client Initials _____

THOMAS A. KELLIS II
ATTORNEY AT LAW

CLIENT