



Pro Bono Representation Agreement

Please read this agreement carefully. This agreement explains your rights and your responsibilities as a client of a volunteer attorney. If you have questions or concerns, please contact Utah Legal Services before you sign the agreement.

- ① This is an agreement between you, _____, and Utah Legal Services (ULS).
(print your name)

You agree that ULS will try to find a volunteer attorney to give you advice or represent you with the following problem:

IMPORTANT!

Utah Legal Services will review your case to see if you qualify for the pro bono program. If you qualify, we will try to find a volunteer attorney to help you. *ULS cannot guarantee that we will find an attorney to help you.*

We will only start to look for a volunteer attorney to help you once you sign and return this agreement along with the Citizenship Attestation form. **You are responsible for meeting any deadlines, such as attending court proceedings or filing documents, while we try to find you an attorney.**

This agreement is for this legal problem only. It does not cover any other legal problem or an appeal. If you need our help with a different case or an appeal, you must apply again.

- ② **Utah Legal Services may stop representing you if:**

- you hire a private attorney,
- your income changes,
- we are unable to contact you,
- your expectations are unreasonable,
- you do not cooperate with us or follow this agreement, or
- there is another good reason.

- ③ **Signing this agreement means you agree to do the following:**

- call your attorney to set up an appointment as soon as a volunteer agrees to take your case,
- pay for court costs and filing fees,
- provide ULS and your attorney with information needed for your case,
- keep appointments and attend court hearings,
- call ULS if you cannot contact or you have a problem with your attorney, and
- be kind and courteous to your assigned advocates.

④ **Call Utah Legal Services and your attorney right away if:**

- you no longer need help,
- your contact information or income changes, or
- you get a notice or new information regarding your case.

⑤ **Your rights.** You have the right to:

- make decisions in your case,
- complain if you do not like the way we handle your case,
- cancel this agreement and close your case by contacting ULS at any time, and
- agree or not agree to a settlement.

ULS and your attorney will not agree to a settlement without first getting your approval.

⑥ **No charge for legal services.** If Utah Legal Services finds a volunteer attorney to help you, the attorney will not charge you for his or her services. However, the volunteer attorney can seek attorney fees from the opposing party. If a judge orders the opposing party to pay attorneys' fees, those fees belong to the attorney; they will not be deducted from your award.

⑦ **Payment of expenses/costs.** You must pay for all expenses involved in this case such as court filing costs, service costs, publication costs, witness costs, etc. If you cannot afford to pay these costs, you may be able to get some of the costs waived by the court. If ULS or your attorney decides to pay these costs for you, you may have to pay them back or they can be reimbursed from your award.

⑧ **Confidentiality.** All information you give to ULS and your volunteer attorney is confidential. Your attorney and ULS are working together on your case, so anything you tell one of them can be shared with the other. ULS may release some of your information to its funding sources for statistical purposes, without identifying you individually. Your volunteer attorney may choose to have other attorneys, paralegals, and law students work on your case. ULS may also transfer your case to another volunteer attorney if necessary.

⑨ **If you have a complaint, tell us.** You have the right to file a complaint if ULS decides not to try to find a volunteer attorney for your case, or if you believe you are not being properly represented. You can make a complaint by calling ULS at **(801) 328-8891** or **1-800-662-4245**.

Client sign here: _____ Date: _____

ULS sign here: _____ Date: _____

Keep a copy of this agreement for yourself. If you did not receive a copy, ask ULS to send a copy to you.

You may be asked to sign another representation agreement with the volunteer attorney. If so, that agreement will be in addition to this one, and you will be responsible for doing what it asks in addition to this agreement.

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Fax: 801-827-0420

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205 N. 400 W.
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801-374-6766
Fax: 801-655-5350

St. George
229 E. St. George Blvd. #103
84770
435-628-1604
Fax: 435-986-7163



Toll Free (outside of Salt Lake County): 1-800-662-4245