Downloading and Uploading Instructions

Unfortunately, not all operating systems are compatible with the fillable pdf document format. Some will not allow you to save the changes. This will require you to fill-out the form, PRINT IT, and then scan (or take a photo) and upload to the ***Client Forms*** page or email the file to debrar@gordon-law-offices.com. We apologize for this inconvenience and are working on a solution to this problem.

STEP 1: ***Download*** this form to your device/computer (see download instructions, below).

iPhone	Android	Windows	iOS (MacBook)
• Tap the send icon (small rectangle with an upward arrow at its top).	• Tap "Potential Client Forms".	• Open with the browser "Microsoft Edge" for best results	• Click "Potential Client Forms"
• Tap "Copy to iBooks"or "Copy to Books"app; (Ensure that iBooks is downloaded on the device).	• Download document.	• Click potential client forms.	• Download document
• Fill-out the document in the iBooks or Books app.	• Locate the three icons on the top right of the screen and tap the icon in the middle.	• Save form to your desktop.	• Open downloads and select the file.
• Tap the left-pointing arrow on the top left of the screen.	• Tap "My Drive" under the Folder tab and save.	• Open the "Interview-Sheet-Family-Law.pdf" document on your desktop.	• Fill-out document.
• Tap the three horizontal dots under the document.	• Locate/fill-out the document.	• Fill-out the Form.	• Select "File" on top menu bar, select "save"
• Scroll and tap "Save to Files"; Tap "Save on top right of screen.	• Tap the three vertical dots on top right, tap "save as" and "save".	• Save the changes (replacing the existing document name).	• Exit out of document and return to browser.

STEP 2: ***Upload*** form to GORDON LAW OFFICES website, ***Client Forms*** page.

iPhone	Android	Windows	iOS (MacBook)
• Re-open/maximize the Client Forms page on the website.	• Re-open/maximize the Client Forms page on the website.	• Re-open/maximize the Client Forms page on the website.	• Re-open/maximize the Client Forms page on the website.
• Tap the "Choose File" button (underneath the Upload your Form heading). Tap the "Browse" option.	• Tap the "Choose File" button; Tap "Files" with the blue folder icon and select My Drive" if necessary.	• Click the "Choose File" button.	• Click the "Choose File" button.
• Locate the document "Interview-Sheet-Family-Law.pdf" document.	• Locate the document "Interview-Sheet-Family-Law.pdf" document.	• Locate and click on the "Interview-Sheet-Family-Law.pdf" document.	• Locate and click on the "Interview-Sheet-Family-Law.pdf" document.
• Once you have been returned to the Client Forms page on the website, tap the "Send Form" button.	• Once you have been returned to the Client Forms page on the website, tap the "Send Form" button.	• Once you have been returned to the Client Forms page on the website, tap the "Send Form" button.	• Once you have been returned to the Client Forms page on the website, tap the "Send Form" button.
• You will receive a "Thank You! We will be in touch with your shortly" message from the website.	• You will receive a "Thank You! We will be in touch with your shortly" message from the website.	• You will receive a "Thank You! We will be in touch with your shortly" message from the website.	• You will receive a "Thank You! We will be in touch with your shortly" message from the website

GORDON LAW OFFICES
Immediate • Affordable • Aggressive

POTENTIAL CLIENT INFORMATION

PERSONAL INFORMATION

Full Legal Name:____(First, Middle, Last)

Address:____________________City____________State:__________Zip:______

Phone Numbers: Home:______________; Cellular:________________; Work:____________

Email Address: (1)________________________(2)__________________________

Date of Birth:____________________; Current Age:__________________________

Your Current Employer:____

Employment Address:____

Job Title:________________________Job Description: ______________________

Weekly Schedule:____________________________________ Off day(s):__________

Start Date:__________________; Average Number of Hours Worked Per Week:______________

Income per Year: $______________;

SPOUSE/SIGNIFICANT OTHER INFORMATION

Spouse's Full Name:____________________________________(First, Middle, Last)

Date of Birth:______________Current age:__________

Spouse's Current Address/Location (if known):__________________________________

Spouse's Phone number(s):________________Cellular:______________Work:__________

Spouse's Employment:______________________; Job Title:____________________

Weekly Schedule:____________________________________ Off day(s):__________

Income per Year: $______________;

RELATIONSHIP INFORMATION

Date of Marriage:________________________________(month, day, year)

Location of Marriage:____

Last date of Cohabitation:____

If parties never married, length of relationship:________________________________

** Children under 18 years of age (*include current age & date of birth*):

Full Legal Name:____Date of Birth:____________ Current Age:____________ Male/Female

Full Legal Name:____Date of Birth:____________ Current Age:____________ Male/Female

Full Legal Name:____Date of Birth:____________ Current Age:____________ Male/Female

Full Legal Name:____Date of Birth:____________ Current Age:____________ Male/Female

Full Legal Name:____Date of Birth:____________ Current Age:____________ Male/Female

Clark County Residency Information:

Date you moved to Las Vegas (month/day/year):____

Date the child(ren) moved to Las Vegas (month/day/year):______________________________________

***WIFE WANTS FORMER NAME BACK AFTER DIVORCE: *Yes/No* *If yes, the name:*______________________________

How you heard about Gordon Law Offices: (*please circle all that apply*):

*Internet Search Engine (Google, Yahoo, Bing, etc.) *Website (www.gordon-law-offices.com)
*Former/Current Client *Other:___________________________________

MARITAL ASSETS
(assets that were acquired DURING marriage)

ASSET DESCRIPTION	**ASSET IN NAME OF WHICH PARTY**	**ESTIMATED TOTAL VALUE**	**ESTIMATED AMOUNT OWED (If asset financed)**	**ESTIMATED NET VALUE OF ASSET (estimated total value minus estimated amount owed)**
Real Estate:				
Motor Vehicles (year, make, and model):				

Bank Accounts:			Not Applicable	
Stocks/Bonds/Mutual Funds:				
Life Insurance Policies:				
Businesses Owned:				
Profit Sharing Plans:				
Retirement/Pension Plans:[1] (a) Private Plan(s): (b) State of NV Public Retirement System (PERS) (c) Military Pension(s): (d) Other(s):				

MARITAL DEBTS
(debts that accrued during marriage in the name of EITHER party)

NAME OF CREDITOR	**TYPE OF DEBT (mortgage, credit card, motor vehicle lease, etc.)**	**IN NAME OF WIFE**	**IN NAME OF HUSBAND**	**APPROXIMATE DEBT AMOUNT OWED**
Example: Chase Visa	*Credit Card*			*$2,500.00*
			X	

[1] ****Note: GORDON LAW OFFICES does NOT** handle the retirement fund distribution requirements of federal law to qualify any local domestic relations order (commonly known as, "QDRO").

POTENTIAL CLIENT ACKNOWLDGEMENTS
(**Please read and initial next to each entry)**

__________ The initial consultation is NOT to be relied upon for legal advice;

__________ An attorney-client relationship does NOT exist unless and/or until client executes a SEPARATE retainer and invoice for legal services IN ADDITION to the initial phone consultation.

__________ Family law cases are factually complicated and it is only through a thorough and detailed analysis, and after executing a separate retainer agreement for legal services, should anything be relied upon in terms of legal advice;

__________ GORDON LAW OFFICES has not, and will not, make any guarantees or assurances regarding the outcome of this case.

__________ GORDON LAW OFFICES does NOT consent to the recording of any attorney consultations;

__________ GORDON LAW OFFICES shall only communicate with the potential client, alone, and nobody else, as this may violate privilege and confidentiality between the attorney and the potential client;

__________ Opinions of attorneys differ widely and potential client is encouraged to seek other qualified legal opinions prior to relying upon anything mentioned by GORDON LAW OFFICES;

__________ The purpose for the initial client interview is to determine whether GORDON LAW OFFICES is a good fit for actual legal representation through a separate retainer agreement, not for reliance in terms of legal advice;

__________ Potential client hereby waives the right to assert any claim for damages by virtue of relying upon any portion of the initial conversation with GORDON LAW OFFICES, as an attorney-client relationship does not exist, and the conversation is not intended for that purpose.

__________ Potential client's initials indicates full understanding and consent to the terms and conditions described above, and that potential client does so voluntarily.

______________________________ __________________________
Potential Client Signature Date