

## LAWYER REFERRAL AND INFORMATION SERVICE REGISTRATION FORM

EFFECTIVE SEPTEMBER 11, 2008

If you have any questions, please call Nkrumah Johnson-Wynn at (517) 346-6310 / (800) 968-1442, or write to us at the address listed below.

Attorney name: Last	First	Middle Initial	P Number
Office Telephone	No. of Attorneys in Firm	Support Staff Name	
Firm Name	E-mail address		
Street Address	City	County	Zip

Geographic Restrictions—Please specify counties and areas where you would be willing to handle cases: \_\_\_\_\_

Year admitted to practice in Michigan \_\_\_\_\_ Other states licensed in \_\_\_\_\_

Other professional degrees/licenses \_\_\_\_\_ Federal court practice \_\_\_\_\_

Other possible services:

- |                              |                             |  |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Installment payments                           |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Reduced fee arrangements for low-income people |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Home visits                                    |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Weekend or evening appointments                |

Other languages (including American Sign Language) \_\_\_\_\_

Part-time government positions **currently held** \_\_\_\_\_

**I have received and understand the LRIS Rules of Panel Membership. I agree to abide by those rules. I further agree to see/speak with any and all persons referred by the LRIS and charge no more than \$20 for the first 30-minute consultation. For any referral received by a panel member generating an attorney fee of \$250 or more, the member agrees to remit ten percent (10%) of the fee to the LRIS office within ten (10) working days of receiving the quarterly report from the LRIS.**

Attorney's signature \_\_\_\_\_ Date \_\_\_\_\_

Professional liability carrier \_\_\_\_\_ Policy number \_\_\_\_\_ Expiration date \_\_\_\_\_  
(Please include declaration page with registration form)

*Signature and insurance information must be complete for form to be processed.*

Registration fee \$75 (must be submitted with registration form)
Enclosed is check # _____ for \$ _____ Make checks payable to the State Bar of Michigan.
Or charge my Visa or MasterCard \$ _____
Credit card # _____ Exp date _____
Authorized signature for credit card _____

Please make a copy of this form for your files.

**Return your completed registration form with remittance to:**  
Registration—LRIS—Attn: Finance  
State Bar of Michigan  
306 Townsend Street  
Lansing, MI 48933-2012

# Areas of Practice

Please indicate with an "X" each area of practice in which you request referrals.

Please note: This is an individual, not a firm registration form.

- |  |  |   |   |
|--|--|---|---|
| <b>Administrative Agencies</b>                                 | <input type="checkbox"/> Gender Discrimination                     | <input type="checkbox"/> Patent Law   | <input type="checkbox"/> Hazardous Waste                      |
| <input type="checkbox"/> Aviation                              | <input type="checkbox"/> Racial Discrimination                     | <input type="checkbox"/> Trade Secrets/Unfair Competition                         | <input type="checkbox"/> Land Contracts                       |
| <input type="checkbox"/> Agencies - medical subjects           | <input type="checkbox"/> Housing Discrimination                    | <input type="checkbox"/> Computer Law (software, Contract Development, Licensing) | <input type="checkbox"/> Land Disputes                        |
| <input type="checkbox"/> Attorney Discipline                   | <input type="checkbox"/> Mental Commitment                         | <b>Labor Employment Law</b>   | <input type="checkbox"/> Landlord Tenant Issues – Landlord    |
| <input type="checkbox"/> Attorney General                      | <input type="checkbox"/> Constitutional Law Privacy                | <input type="checkbox"/> Employee Benefits  | <input type="checkbox"/> Landlord Tenant Issues - Tenant      |
| <input type="checkbox"/> Dept. of Natural Resources            | <input type="checkbox"/> Police & False Arrest                     | <input type="checkbox"/> Employee Contracts                                       | <input type="checkbox"/> Mobile Home Issues                   |
| <input type="checkbox"/> Driver's License Restoration/ Appeals | <input type="checkbox"/> Prisoner Rights                           | <input type="checkbox"/> Employee Discrimination                                  | <input type="checkbox"/> Mortgage Fraud/Lender Fraud          |
| <input type="checkbox"/> Federal Agencies                      | <input type="checkbox"/> Whistle Blowers                           | <input type="checkbox"/> ERISA  | <input type="checkbox"/> Quarries/Mining Issues               |
| <input type="checkbox"/> Gambling/Gaming/Lotteries             | <b>Criminal Law</b>  | <input type="checkbox"/> Employee FMLA  | <input type="checkbox"/> Residential Real Property            |
| <input type="checkbox"/> Interstate (ICC) Trucking             | <input type="checkbox"/> Animal Abuse/Negligence                   | <input type="checkbox"/> Employee Independent Contractor                          | <input type="checkbox"/> Stray Voltage Property Damage        |
| <input type="checkbox"/> Liquor Control Commission             | <input type="checkbox"/> Criminal Appeals                          | <input type="checkbox"/> Employee Non-Compete                                     | <input type="checkbox"/> Time Share                           |
| <input type="checkbox"/> House/Senate Legislation              | <input type="checkbox"/> Drunk Driving                             | <input type="checkbox"/> Employee Non-Union                                       | <input type="checkbox"/> Underground Storage Tanks            |
| <input type="checkbox"/> Mediation Agencies                    | <input type="checkbox"/> Drug Related Offenses                     | <input type="checkbox"/> Employee OSHA  | <input type="checkbox"/> Water Rights                         |
| <input type="checkbox"/> Pre-Paid Legal Service Plans          | <input type="checkbox"/> Expungement                               | <input type="checkbox"/> Employee Sexual Harassment                               | <input type="checkbox"/> Wetland Issues                       |
| <input type="checkbox"/> Professional Discipline               | <input type="checkbox"/> Federal Crimes                            | <input type="checkbox"/> Employee Union Issues                                    | <b>School Issues</b>  |
| <input type="checkbox"/> Regulations and Licensing             | <input type="checkbox"/> Felonies                                  | <input type="checkbox"/> Employee Wrongful Discharge                              | <input type="checkbox"/> School Disciplinary Issues           |
| <input type="checkbox"/> Restaurant/other Business Licenses    | <input type="checkbox"/> Juvenile Offender                         | <input type="checkbox"/> Employer Sexual Harassment                               | <input type="checkbox"/> Private School Issues                |
| <input type="checkbox"/> Social Security Disability/SSI        | <input type="checkbox"/> Misdemeanors                              | <input type="checkbox"/> Employer Wrongful Discharge                              | <input type="checkbox"/> Disabled Child/Special Education     |
| <input type="checkbox"/> State Agencies                        | <input type="checkbox"/> Probation/Parole Issues                   | <input type="checkbox"/> Pension Issues   | <b>Taxation</b>   |
| <input type="checkbox"/> Transportation Issues                 | <input type="checkbox"/> Sexual Assault                            | <input type="checkbox"/> Labor Law  | <input type="checkbox"/> Corporate Taxes                      |
| <input type="checkbox"/> Indian Law                            | <input type="checkbox"/> Traffic Issues                            | <b>Other Referral Agencies</b>  | <input type="checkbox"/> Taxation Questions Answered          |
| <input type="checkbox"/> Unemployment Comp. Problems           | <input type="checkbox"/> White Collar Crime                        | <input type="checkbox"/> Lawyer Referral Services                                 | <input type="checkbox"/> Complex Individual Taxes             |
| <input type="checkbox"/> Workers Compensation                  | <input type="checkbox"/> Elder Law Groups                          | <input type="checkbox"/> Agencies that will Answer Questions on Phone             | <input type="checkbox"/> Simple Individual Taxes              |
| <b>Business and Corporations</b>                               | <input type="checkbox"/> Medicare & Elder Law                      | <input type="checkbox"/> Pro Bono Attorneys                                       | <input type="checkbox"/> Property Tax Issues                  |
| <input type="checkbox"/> Agricultural Business Issues          | <input type="checkbox"/> Medicaid & Elder Law                      | <input type="checkbox"/> All Legal Aid Clinics                                    | <input type="checkbox"/> Small Business Taxes                 |
| <input type="checkbox"/> Antitrust Issues                      | <input type="checkbox"/> Environmental Issues                      | <b>Miscellaneous Law</b>  | <b>Tort</b>   |
| <input type="checkbox"/> Business/Corporation/Securities       | <input type="checkbox"/> Hazardous Material & Solid Waste          | <input type="checkbox"/> Election Law   | <input type="checkbox"/> Auto Accident                        |
| <input type="checkbox"/> Buying & Selling Businesses           | <b>Family Law</b>  | <input type="checkbox"/> Appellate Attorneys                                      | <input type="checkbox"/> Dog/Animal Bite Personal Injury      |
| <input type="checkbox"/> Entertainment Issues                  | <input type="checkbox"/> Adoption Issues                           | <input type="checkbox"/> HIPAA Violations   | <input type="checkbox"/> Assault & Battery                    |
| <input type="checkbox"/> Franchise & Dealerships               | <input type="checkbox"/> Abuse/Neglect                             | <input type="checkbox"/> Attorneys licensed in other States                       | <input type="checkbox"/> Personal Injury                      |
| <input type="checkbox"/> International Issues                  | <input type="checkbox"/> Children's Rights                         | <b>Municipal</b>  | <input type="checkbox"/> False Imprisonment, Police Brutality |
| <input type="checkbox"/> Business/Commercial Litigation        | <input type="checkbox"/> Child Custody & Support                   | <input type="checkbox"/> Municipal Ordinance                                      | <input type="checkbox"/> Tort Defense                         |
| <input type="checkbox"/> Non-Profit Corporations               | <input type="checkbox"/> Domestic Abuse                            | <input type="checkbox"/> Suits against Municipalities                             | <input type="checkbox"/> Wrongful Death Personal Injury       |
| <input type="checkbox"/> Business setup                        | <input type="checkbox"/> Divorce/Annulment                         | <b>Probate Issues</b>   | <input type="checkbox"/> Libel Slander Defamation             |
| <input type="checkbox"/> Dissolution of Business               | <input type="checkbox"/> Post Judgment Issues                      | <input type="checkbox"/> Contested Probate Matters                                | <input type="checkbox"/> No Fault insurance                   |
| <input type="checkbox"/> Sale of Professional Practice         | <input type="checkbox"/> Post Judgment – QDRO                      | <input type="checkbox"/> Elder Law  | <input type="checkbox"/> Premises liability                   |
| <input type="checkbox"/> Bankruptcy Issues – Personal          | <input type="checkbox"/> Friend of the Court                       | <input type="checkbox"/> Estate Planning  | <input type="checkbox"/> Prisoner Personal Injury             |
| <input type="checkbox"/> Bankruptcy Issues - Business          | <input type="checkbox"/> Father's Rights Org.                      | <input type="checkbox"/> International Probate Law                                | <input type="checkbox"/> Property Damage/Negligence           |
| <input type="checkbox"/> Collections                           | <input type="checkbox"/> Guardian/Conservator                      | <input type="checkbox"/> Power of Attorney  | <input type="checkbox"/> Sexual Assault Personal Injury       |
| <input type="checkbox"/> Creditor                              | <input type="checkbox"/> Grandparents Rights                       | <input type="checkbox"/> Living Wills & Trusts                                    | <input type="checkbox"/> Slip & Fall Personal Injury          |
| <input type="checkbox"/> Foreclosure Defendant                 | <input type="checkbox"/> International Family Law                  | <input type="checkbox"/> Medicare/Medicaid Issues                                 | <input type="checkbox"/> Tavern Owner Liability/Dram Shop     |
| <input type="checkbox"/> Foreclosure Plaintiff                 | <input type="checkbox"/> Juvenile Law                              | <input type="checkbox"/> Simple Wills/Small Estates                               | <input type="checkbox"/> Under/Uninsured                      |
| <b>Commercial/Consumer Law</b>                                 | <input type="checkbox"/> Name Change                               | <b>Property &amp; Land Issues</b>   | <input type="checkbox"/> Accountant Malpractice               |
| <input type="checkbox"/> Banking/S&L/Credit Unions             | <input type="checkbox"/> Paternity Issues                          | <input type="checkbox"/> Adverse Possession                                       | <input type="checkbox"/> Religious Malpractice                |
| <input type="checkbox"/> Consumer Fraud                        | <input type="checkbox"/> Pre-Marital Agreements                    | <input type="checkbox"/> Animal Livestock Damage                                  | <input type="checkbox"/> Chiropractic Malpractice             |
| <input type="checkbox"/> Consumer Law                          | <input type="checkbox"/> Personal Protection Order                 | <input type="checkbox"/> Business/Commercial Properties                           | <input type="checkbox"/> Dental Malpractice                   |
| <input type="checkbox"/> Construction Contract Problems        | <input type="checkbox"/> Temp-Restraining Orders                   | <input type="checkbox"/> Condominiums   | <input type="checkbox"/> Malpractice Defense                  |
| <input type="checkbox"/> Contract Law                          | <input type="checkbox"/> Terminate Parental Rights                 | <input type="checkbox"/> Eminent Domain/Condemnation                              | <input type="checkbox"/> Legal Malpractice                    |
| <input type="checkbox"/> Home Improvement/Repair               | <input type="checkbox"/> Child Custody/Parents in Different States | <input type="checkbox"/> Easements, Zoning, Variances                             | <input type="checkbox"/> Medical Malpractice                  |
| <input type="checkbox"/> Identity Theft                        | <b>Federal Issues</b>  | <input type="checkbox"/> Farm Issues  | <input type="checkbox"/> Psychiatric Malpractice              |
| <input type="checkbox"/> Insurance Policy Disputes             | <input type="checkbox"/> Federal Employment Law                    |   | <input type="checkbox"/> Stockbroker Malpractice              |
| <input type="checkbox"/> Internet Fraud                        | <input type="checkbox"/> Marine Law & Watercraft                   |   | <input type="checkbox"/> Veterinary Malpractice               |
| <input type="checkbox"/> Lemon Law/Used Cars                   | <input type="checkbox"/> Military Benefits                         |   | <input type="checkbox"/> Asbestos Liability Issues            |
| <input type="checkbox"/> FMHA/FHA/VA Loans                     | <input type="checkbox"/> Military Divorce                          |   | <input type="checkbox"/> Aviation Accidents/Mass Disaster     |
| <input type="checkbox"/> Government Contracts                  | <input type="checkbox"/> Military Affairs                          |   | <input type="checkbox"/> Black Mold                           |
| <input type="checkbox"/> Secured Transactions                  | <b>Immigration Matters</b>   |   | <input type="checkbox"/> Birth Control Liability Issues       |
| <input type="checkbox"/> Small Claims                          | <input type="checkbox"/> Immigration                               |   | <input type="checkbox"/> Breast Implants Liability Issues     |
| <input type="checkbox"/> Student Loans                         | <b>Intellectual Property</b>                                       |   | <input type="checkbox"/> Prescription Drug Liability Issues   |
| <input type="checkbox"/> Utility Disputes                      | <input type="checkbox"/> Copyright                                 |   | <input type="checkbox"/> Lead Poisoning Liability Issues      |
| <b>Constitutional Law</b>                                      | <input type="checkbox"/> Patents/Intellectual Property             |   | <input type="checkbox"/> Machinery Liability Issues           |
| <input type="checkbox"/> Americans with Disability Act         | <input type="checkbox"/> Software Property Issues                  |   | <input type="checkbox"/> Products Liability Issues            |
| <input type="checkbox"/> Civil Cases/Civil Rights              | <input type="checkbox"/> Trademark Issues                          |   | <input type="checkbox"/> Tobacco Liability Issues             |
| <input type="checkbox"/> Age Discrimination                    |  |   |   |

# State Bar of Michigan Lawyer Referral and Information Service Rules

Revised October 1, 1997

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## Rule 1—Purpose and Scope

The purpose of the Lawyer Referral Service Committee is to assist the public in selecting the most appropriate resource for assistance with legal problems. This assistance may include referrals to private attorneys, government agencies or other appropriate programs.

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## Rule 2—Establishment of the LRS Committee

The Committee shall consist of at least six members. The President of the State Bar shall appoint all members. The Committee should encourage member participation which is representative of each geographic region within this state.

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## Rule 3—Powers and Duties of the LRS Committee

The statewide LRS program will be operated under the general supervision and control of the LRS Committee of the State Bar. The Committee shall draft and adopt internal rules for the operation of the statewide LRIS.

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## Rule 4—Eligibility Requirements and Conditions of Panel Membership

4.1—State Bar active members in good standing shall be eligible to register for the Lawyer Referral and Information Service panel.

4.2—Panel members must be engaged in the private practice of law on a full time basis and must maintain a law office suitable for reception of clients during normal business hours.

4.3—All panel members must carry professional liability insurance in an amount not less than \$100,000 per occurrence and \$300,000 aggregate to participate in the State Bar LRIS and must provide a current copy of the insurance policy certificate. Expiration of insurance will automatically suspend a panel member from service, until the renewed information is submitted.

4.4—A panel member may elect to accept referrals in any field of law in which the member is competent, in accordance to the *Michigan Rules of Professional Conduct; Rule 1.1*. Election is done by designating on the Registration Form areas of practice in which the lawyer is willing to take a referral.

4.5—Fee disputes with referral clients shall be submitted in writing to a fee arbitration or mediation program consistent with the *Michigan Rules of Professional Conduct*.

4.6—Panel members may not unreasonably refuse to accept an initial consultation appropriately referred by the LRS and those panel members declining two consecutive referrals will be placed at the end of the rotation list. A panel member's habitual refusal to accept referrals may justify removal from participation in the LRIS, as provided in Rule 4.8. Acceptance of a referral for initial consultation in no way obligates a panel member to provide services beyond the initial consultation.

4.7—A panel member may request in writing to be temporarily suspended from the service due to sickness, vacation, leave, etc.

4.8—If, in the Committee's opinion, there is reasonable cause to believe a panel member has violated LRIS Rules, policies or regulations, the Committee may remove the member or take such lesser action as it deems appropriate, provided that notice is given and a hearing is held.

4.9—Upon receiving confirmation that a complaint has been filed against any member of the LRIS Panel in a Court of record or that a grievance has been filed against any member of the panel, the Committee may elect to suspend such member during the pendency of the complaint, provided that notice is given and a hearing is held. If such suspended panel member's privilege to practice law is not impaired upon termination of a proceeding involving the complaint, such member shall be reinstated for any balance of the term covered by the registration fee last paid.

4.10—The fee for an initial consultation with a referral client shall be no more than \$20 for the first thirty minutes, and not subject to the percentage fee provision in Rule 4.12. The initial consultation fee is subject to change as established by the LRS Committee. All other fees beyond the initial consultation are to be discussed and decided between the panel member and the client in accordance with the *Michigan Rules of Professional Conduct; Rule 1.1*.

4.11—Panel Members shall pay an annual registration fee of \$75. This annual registration fee is subject to change as the LRS Committee establishes.

4.12—Any referral received by a panel member generating an attorney fee of \$250 or more, the member agrees to remit ten percent (10%) of the fee to the LRIS office within ten (10) working days of receiving the quarterly report from the LRS.

4.13—Members shall comply with all reporting requirements imposed by the LRIS, including but not limited to the submission of quarterly case status reports within the time specified and upon the forms provided by the LRIS. Any panel member who fails to comply with such reporting requirements may be suspended upon ten (10) days written notice but without a hearing, at the discretion of the LRS Committee.

4.14—No panel member may transfer a referral to another lawyer. Any panel member who violates this rule shall be liable to the LRIS in the amount of ten (10%) percent after a \$250 fee has been recovered by the lawyer to whom the transfer was made or any other subsequent transferee. The foregoing prohibition shall not prevent a panel member from utilizing another lawyer as co-counsel, if required by the panel member's professional responsibility to the client; however, a panel member who utilizes co-counsel will be liable to the LRIS for ten percent (10%) of all attorneys' fees recovered by both the panel member and co-counsel, and such panel member shall give written notice of this requirement to co-counsel, at the time the co-counsel relationship is established. Any panel member who fails to comply with such reporting requirements may be suspended upon ten (10) days written notice but without a hearing, at the discretion of the LRS Committee.

4.15—When a referral is made, the LRIS will send the participating lawyer a referral report. A copy of this report must be returned to the LRIS after the initial consultation with the client, or 30 days after the date of the referral, whichever comes first. The information requested in the referral report is limited to data necessary to operate, improve, and evaluate the LRIS and shall in no way require the panel member to violate the client-lawyer privilege. A record of referral reports submitted by panel members will be maintained by the LRIS.

4.16—A lawyer desiring to withdraw from the service must notify the LRIS in writing.

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## Rule 5—Operations

5.1—Day-to-day operations shall be under the general supervision and direction of the State Bar Associate Executive Director—Local Bar Liaison and Lawyer Referral Service and the Director—Lawyer Referral Service.

5.2—Referrals to panel members shall be made on an impartial, rotation, county-by-county basis.

5.3—All calls will be screened by an LRS Associate who will determine the general nature of the caller's legal situation and the locality in which the callers needs legal assistance.

5.4—A referral may be made to a caller who has already retained a lawyer but is desiring a second opinion, only if the panel member is made aware of this fact in writing.

5.5—If it is ascertained that a caller requires a referral in a county serviced by a Local LRIS registered with the State Bar of Michigan pursuant to *MRPC 6.3*, the caller will be referred to the Local LRIS unless the caller specifically request otherwise.

5.6—Confirmed referrals from a Local LRIS will be serviced by the State Bar of Michigan's LRIS.

5.7—The service will be publicized statewide in a manner which fulfills its objectives and is in accordance with ethical standards of the legal profession. However, the service will not be publicized via the National Yellow Pages in those counties serviced by a local LRIS.

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## Rule 6—Rule Amendments

6.1—The LRS Committee may, by majority vote, recommend to the Board of Commissioners amendments to these Rules and the Board may amend these Rules at any time.