

**BI PLAINTIFF FIRMS
PERTINENT INFORMATION NEEDED**

1. Use of engagement/retention letter - send sample.
2. Procedure used if firm declines services to client. Do they advise of statute? _____

3. Percentage of settlement firm takes as fees. _____
4. Types of cases - i.e., medical malpractice, asbestos, personal injury, wrongful death. _____

5. Docket - request narrative describing controls.
 - a) New File - How does initial answer date get on system? By whom? _____

 - b) What control (or who) checks to see if suit is filed?

6. Does the firm advertise? [] Yes [] No. If so, in what medium? _____

7. Does the firm take referral cases in state, out of state? [] Yes [] No. If so, approximately how many per year?

8. Does the firm refer cases to other firms? [] Yes [] No. Approximately how many per year? _____

I/We understand that the information submitted herein becomes part of my/our professional liability application and is subject to the same representations and conditions.

Name of Applicant

Title (Officer, partner, etc.)

Signature of Applicant*

Date

MUST BE SIGNED BY A MEMBER OF THE FIRM'S MANAGEMENT COMMITTEE OR GOVERNING BODY.