

Unbundled Legal Services New Client Submission Forms

1) Print this document,

2) Complete it.

3) Fax this completed sheet, along with your documents to 410-828-6610 *

Please type or print the following information:

Contact Information

Your name as it appears on the court papers: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

E-mail Address: _____

Phone numbers:

Home: _____ Cellular: _____

Fax: _____ Work: _____

Work: _____

What debt negotiating company are you working with, if any? _____

Payment Information – please check the payment method you are using and provide the necessary information.

_____ Global Client Solutions SPA, (Authorization form is included in the Limited Legal Services Retainer Agreement.)

or

_____ Credit Card: Account number: _____ Exp. Date: _____

or

_____ Check: Check number: _____ MICR (this is the series of numbers that appears across the bottom of the check, from left to right): _____

Driver's license: State: _____ ID Number: _____

Date of Birth: _____

or

_____ Money Order (Send by overnight delivery to: ULS, 300 E. Joppa Rd., Suite 300, Towson, MD 21286.) PLEASE
NOTE – ULS cannot provide service until payment is received..

Case Information

Name of Plaintiff(s)

(who is/are suing you?):

State(s) in which you are being sued: _____

Case/Docket Number(s): _____

Date(s) of Service (when you received the documents): _____

Please check off the documents you are faxing to us:

Court Complaint

Arbitration Claim

Other: _____

Delivery Information

Any documents prepared for you by an Unbundled Legal Service Attorney will be sent to you by e-mail, fax or commercial delivery. There is an additional fee of \$25 for commercial delivery (\$45 for priority or weekend delivery). Please indicate the method we should use to deliver your documents to you:

E-mail to: _____

Fax to: _____

Commercial delivery to: _____
