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Please fill in all applicable fields.

Case Identification:

Case Name: _____

Court/Jurisdiction: _____

Case Number: _____

Type of Case:

- Personal Injury - Auto
- Insurance
- Premises Liability
- Construction Defect
- Personal Injury - Non-Auto
- Criminal Law
- Real Property
- Other: _____
- Employment
- Professional Negligence
- Family Law

Document Type:

(no more than 2)

- Pleadings
- Ex Parte Application to: _____
- Trial Brief
- Opening Stmts
- Fee Agreements
- Motions
- Trial Transcript of: _____
- Closing Stmts
- Other _____
- Discovery
- Jury Instructions
- Letters _____

Title of Document: _____

Type of Motion: _____

(e.g. Summary Judgment, In Limine, etc.)

Issues Addressed:

- 1) _____
(15 words or fewer)
- 2) _____
- 3) _____

Expert Involved (if applicable):

Name of Expert: Last: _____

First: _____

Type of Expert/ Claimed Areas of Expertise:

- 1. _____
- 2. _____
- 3. _____
- 4. _____

Author: _____
(optional)

Date Document Prepared: _____

PLEASE REMEMBER TO REDACT ALL PRIVATE INFORMATION – ANYTHING YOU DO NOT WANT DISSEMINATED OR DISCLOSED TO THE GENERAL PUBLIC.

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NOTES: