Appointment Request Form

By completing this form, you acknowledge you have read the following statements: It is strongly recommended you have a lawyer represent you in your case. If you instead choose to represent yourself, please note it typically takes more than one FLIC appointment to make sure your paperwork is in order and all appointments are typically at least 3-4 weeks wait. Please **read and follow your packet instructions** before your appointment to avoid unnecessary delay. Additionally, while we make attempts to respect your privacy, **do NOT provide any information to FLIC (or on this form) you want or need to be kept confidential**.

You may return this form: **1)** in person (Hall County Courthouse, third floor, first office suite on the right); **2)** by fax at (770) 536-7924; or **3)** by email at nejcflic@hallcounty.org. Please use only **one** method to request an appointment and **do not** email specific questions about your case. Allow several FLIC business days (Monday – Thursday) for a response.

Today's date: _____

Type of case: ❑ Divorce OR ❑ Legitimation (process where a father establishes rights if a child is born out of wedlock)

[FLIC is not able to offer help in any other family law matter, but FLIC maintains a list of other family law resources – visit our office or call (770) 531-2463.]

Your name: _____

Are you the: ❑ Petitioner (person filing)? or ❑ Respondent (person responding or answering)?

County information:

[FLIC appointments are for Hall or Dawson County residents or people filing in Hall or Dawson County.]

Your county of residence: _____

Opposing party's county/state of residence (if unknown, put "unknown"): _____

Your contact information:

Phone Number(s): (use a number or numbers **with voicemail** where it is **SAFE/o.k.** for us to leave a detailed message): _____

Email address, if you can also be contacted by email: _____

Other information:

Has the case been started or filed in the clerk's office yet? ❑ yes ❑ no

Are you represented by an attorney? ❑ yes ❑ no [FLIC cannot assist people who have representation.]

Title of the packet you are using: ❑ legitimation ❑ divorce with children ❑ divorce without children ❑ simple divorce ❑ bilingual divorce with children

Did you get your packet from the clerk's office or from flic.hallcounty.org? ❑ yes ❑ no

Appointment type:

_____ FLIC Review Staff (non-legal): I need to have the steps explained for filing my case or to make sure I have the necessary paperwork ready to sign or file.
[These appointments are not confidential and are not with a lawyer, and will be scheduled between the hours of 9:00 a.m. and 1:00 p.m.. Please check two preferred days <u>and</u> a time frame for your appointment or check "first available".]
❑ Mon. ❑ Tues. ❑ Wed. ❑ Thurs. ❑ 1st Available ❑ Before 12 p.m. ❑ After 12 p.m.

OR

_____ FLIC Attorney: I have legal questions or need assistance with child support calculations. I would like an appointment with the FLIC attorney. I understand the attorney cannot represent me and can only give me limited legal help.
[These appointments are subject to conflict check and financial qualification.]