

## CLIENT INTAKE — CONFIDENTIAL

# Expunction / Record Sealing Intake Form

This form helps us evaluate your case quickly. All information is confidential. Complete what you can; we will cover anything missing during your free consultation. Call (214) 466-1398 if you need help.

### Your Contact Information

Full Name (First, Middle, Last)

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Date of Birth / Age

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Phone (best to reach you)

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Email

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Current Address (Street, City, State, Zip)

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Occupation / Employer

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Preferred contact method and any voicemail / text restrictions

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### Case Status

Have you been arrested yet? Yes / No — If yes, date of arrest:

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Arresting agency (Police Dept / Sheriff / DPS / Federal):

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County of arrest:

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Case / cause number (if known):

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Next court date (if scheduled):

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Court name and judge (if known):

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Are you currently out on bond? Amount / type:

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Current attorney (if switching) — name and firm:

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**The Incident**

Date and time of incident:

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Location (address or intersection):

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Describe what happened in your own words (attach additional pages if needed)

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**Expunction / Record Sealing — Specific Questions**

Case to be expunged / sealed — county, cause number, date:

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Charge:

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Disposition: dismissed / acquitted / no-billed / deferred adjudication / conviction / pardon

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Date of disposition:

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Arresting agency:

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Prosecuting agency (DA / US Attorney / Municipal):

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Any community supervision (probation) — start date, end date, successfully completed?

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Any subsequent arrests, charges, or convictions since disposition?

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Do you need expunction (records destroyed) or non-disclosure (records sealed)?

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Reason for petition (employment, licensing, housing, immigration):

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Have you obtained your criminal history from DPS or FBI? Please attach.

**Prior Criminal History**

Prior arrests (approximate year + charge):

Prior convictions (year, charge, outcome):

Currently on probation, parole, or deferred adjudication? Yes / No — Details:

Any outstanding warrants (in any state)?

**Witnesses & Evidence**

Names and contact info of people present:

Any video or audio recordings you are aware of (body cam, surveillance, cell phone)?

Physical evidence you have (receipts, messages, photos)?

**Fee Arrangement**

L and L Law Group offers flat-fee pricing with payment plans and third-party financing. Your fee will be quoted in writing before you sign a retainer. Select your preferred fee arrangement:

- Self-pay (single payment)
- Payment plan (installments)
- Third-party financing (approved lender)
- Please discuss — I am not sure what I can afford

## Acknowledgment

Submitting this form does NOT create an attorney-client relationship. An attorney-client relationship is established only after L and L Law Group completes a conflict-of-interest check, both parties sign a written engagement agreement, and the firm accepts the representation in writing. Do not send confidential information through unsecured channels.

Signature

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Date

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### NEXT STEPS

Return this form to L and L Law Group by emailing to [info@landllawgroup.com](mailto:info@landllawgroup.com), bringing to your consultation, or uploading via our secure contact form at [friscocriminalattorneys.com/contact.html](https://friscocriminalattorneys.com/contact.html). Call (214) 466-1398 24/7 to schedule a free consultation.