

Reminder

First meeting with a lawyer

Prepare for your meeting with the lawyer



- Think about all the information you want to give the lawyer.
- Bring your identification with you.
- If necessary, ask someone to accompany you (friend, family, intervener, etc.).

Ask the lawyer questions at the first meeting

Once you've told your story, don't be shy about asking your lawyer questions!
It's his job to answer your questions.

For example, you could ask:

- Have you had similar cases in the past?
- How long could it take before my case is settled?
- What are my chances of success?
- What happens if I lose?
- What other options are there (mediation, negotiation, etc.)?
- What documents do you need?
- How can I contact you?
- Email, phone, text, Whatsapp?
- How quickly can I expect a response from you?
- What are the next steps?

If lawyer paid by legal aid

- What do I have to do to qualify for legal aid?
- When will you confirm that I can get legal aid?
- Will my entire case be covered by legal aid, or will I have to pay for certain parts?

If lawyer paid by you

- How much will it cost me ?
 - Will you charge me by the hour ?
 - Or can you give me a flat rate for the entire case ?
- How will I have to pay ?
 - Check, credit card, cash?
 - Can I pay in installments or all at once?
 - When will I have to pay?
- Will we sign a contract?

A lawyer should...

- Take the time to meet you **in person**.
- Ask questions and **take notes**.
- Have you sign a **contract** explaining his work and the fees.
- Give you an **invoice and receipt** after each payment.
- **Respond** to your requests/calls within a reasonable time.
- Meet with you and **prepare** you for an examination or hearing.
- Keep you **informed** of the progress of your case.

Your homework, because don't forget it's your record

- Ask questions.
- Take notes during the meeting with the lawyer so you don't forget anything.
- Make sure your e-mail and voicemail are working.
- Don't sign incomplete or false forms.
- Answer the lawyer's messages promptly.
- Send any documents requested promptly.
- Inform your lawyer of any changes in your situation (e.g. change of address, separation, birth of a child, etc.).
- Keep written records (e-mails, text messages) of your agreements and exchanges with the lawyer.
- Validate that the lawyer or consultant is registered with the Bar (lawyer) or the CICC (consultant).



You have the right to choose another lawyer if you are not satisfied with his services



- He must give you your file or transfer it to your new lawyer.
- He will not be able to influence the judge or decision-maker to prejudice your case.
- You will surely have to pay for the work he has already done.
- You have the right to file a complaint with either the Barreau or the CICC.

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