



## **LAWYER REFERRAL SERVICE** **Plan Description and Application**

Rockland County Bar Association  
337 North Main Street, Suite 1  
New City, N.Y. 10956  
(Fax) 845-634-2155

**Lawyer Referral Line**  
845-708-5719

**Private Line for Attorney ONLY**  
845-634-2149

### **PLAN OF THE LAWYER REFERRAL SERVICE**

The Rockland County Bar Association under the guidance of the American Bar Association, have established a Lawyer Referral Service (“The Referral Service”) on a County-wide basis. The office is located at the Rockland County Bar Association, 337 North Main Street, Suite 1, New City, New York 10956. The new Referral Service will replace our previous LRS Plan.

However, the willing participation and continued support of lawyers practicing in Rockland County is crucial to the smooth operation of the Referral Service.

#### **The purposes of the Referral Service are:**

- To be a public service, available to assist the general public by providing an alternative source for any person who can afford to pay a reasonable fee for legal services and who does not have a lawyer by providing a referral to a lawyer who practices in Rockland County.
- To provide a vehicle for persons who need a legal representative but whose earnings or assets are too high for the standards set by Rockland County Legal Aid Society or Pro Bono New York; and
- To establish a better rapport between the public and the legal profession.

The Referral Service Plan is not designed to take clients away from attorneys. In fact, a cardinal principle will be to establish whether a prospective client has a present attorney. The Referral Service will not refer the client to a panel attorney of the Referral Service if we learn that a prospective client has seen other attorneys in an effort to bargain on fees. Additionally, a prospective client shall not be referred to a panel attorney if the prospective client has previously engaged the services of a lawyer on the same matter unless the original lawyer-client relationship has been properly terminated in writing.

### **The criteria to be eligible for the Referral Service:**

1. The panel attorney must be a member in good standing of the New York State Bar.
2. The panel member must maintain an office for the practice of law in Rockland County and must be physically available for consultation in that office. The panel attorney must utilize a written Retainer Agreement with the client when required by the Office of Court Administration and be in compliance with the Office of Court Administration Rules. Upon request, the panel attorney is required to provide a copy of a Retainer Agreement to the Referral Service.
3. The panel attorney must have a Professional Liability Policy in effect at the time of becoming a member of the panel which must remain in effect the entire time the panel attorney is a member of the panel and for a period of three (3) years following the completion of the representation by the panel attorney. A certificate of insurance setting forth the insurer, term of policy and policy number must be submitted at the time of applying for the panel, and the panel attorney must annually supply an additional certificate of insurance to show that the policy is current.
4. Rockland County Bar Association members, in good standing, who maintain a full time office in Rockland County and who are admitted to the New York State Bar less than five (5) years will pay an annual fee of \$75.00 and Rockland County Bar Association members, in good standing, who maintain a full time office in Rockland County and who are admitted to the New York State Bar over five (5) years will pay an annual fee of \$100.00. Non-Member attorneys, who maintain an office in Rockland County will pay an annual fee of \$200.00. The calendar year of the Referral Service runs from January 1<sup>st</sup> to December 31<sup>st</sup> of each year. Registration dues for the Referral Service are billed in January and are due upon receipt.
5. Membership on the Referral Service Panel is by **individual attorney and not by law firm.**
6. A panel attorney must abide by all of the rules of the Referral Service and will in no way hold, or claim to hold, the Rockland County Bar Association, the Referral Service or any of the members, officers or employees liable in connection with any referral made.

### **The operation of the Referral Service:**

Prospective clients will either call or come to the Referral Service office and explain the need for legal representation. The potential client will be screened by the Referral Service staff and referred to a panel attorney based on the area of law and geographical preference of the client. Referrals are made to the panel attorneys on a rotating basis. The panel attorney agrees to grant the client an initial one half hour consultation fee of \$50.00, except for any matter where the fee is statutorily regulated. If further legal services are required after the initial consultation, the panel attorney and the client must agree to an arrangement at a mutually acceptable cost. The Referral Service will send the panel attorney a client referral form for each client referred. The form must be completed and returned, within 30 days, to the Referral Service regardless of whether the client keeps the appointment, retains the panel attorney or just meets for the consultation. The panel attorney should give the prospective client 10 business days to contact him/her before responding to and returning the client referral form. Failure to submit accurate and timely reports may constitute grounds for removal or suspension of the panel attorney.

Subsequent to accepting a referral, if a subsequent referral arose out of the same transaction/occurrence/subject matter of the original referral, the panel attorney remains responsible for all remittance fees due the Referral Service.

**A panel attorney is not permitted to refer a matter referred by the Referral Service to any other attorney. Any referral that was not accepted by the panel attorney must be referred back to the Referral Service.** Should a panel attorney need to retain outside counsel on a referred case, any fees generated by said outside counsel are to be calculated as part of the aggregate legal fees for that case and as such, are subject to the same financial arrangements as those of the LRS panel attorney. Additionally, attorneys retained as outside counsel must meet the requisite minimum criteria set forth in the LRS Application for an eligible panel attorney.

The first one-half hour consultation fee of \$50.00 paid by the referred client to the panel attorney, shall be forwarded to the Rockland County Bar Association, except for any matter where the fee is statutorily regulated.\*\* The first \$500 of the aggregate fee received by an attorney on a referred matter shall be retained by the panel attorney and the panel attorney is to remit to the Referral Service 10% of the excess over \$500 of the aggregate fee received on the matter.

A Referral Confirmation Report will be forwarded, from the Referral Service to the panel attorney, by the following business day after the referral is made. The panel attorney will complete and return the report as soon as practicable, however, not more than thirty (30) days after receipt, but not before seven (7) days after receipt. If there is no reply within the specified time, the staff will request once, by writing, the status of the specific open case(s).

Once the Referral Service is notified that the panel attorney has been retained for further legal services, the panel attorney must continue to keep the Referral Service advised of the status of the case, timely respond to all inquiries and remit to the Referral Service the fee(s) due from any fee(s) collected.

### **Client Satisfaction Surveys**

The Referral Service will randomly perform “quality control” surveys with clients for the purpose of gathering information relevant to the quality of the Referral Service, the panel attorney to whom a matter was referred, the legal services rendered and the payment of legal fees. The Referral Service will investigate and take appropriate action with respect to client complaints against the panel attorney as well as the Referral Service and its employees.

### **Panel Membership, Denial, Suspension, Removal or Withdrawal**

Membership on the Referral Service Panel is a privilege extended to those attorneys who meet the stated qualifications and agree to abide by the Referral Service Panel Rules. A panel attorney may voluntarily withdraw from the Referral Service or any of the panels upon written notice to the Referral Service. A panel attorney may be removed or suspended from panel membership at any time by the Administrator for failing to abide by the Referral Service Rules, the Lawyer’s Code of Professional Responsibility, or no longer meeting the eligibility criteria.

*\*\* An initial consultation fee may not be charged for Social Security, Unemployment compensation and Workers compensation matters.*

If at any time the Administrator has reasonable grounds to believe that a panel attorney is subject to suspension or removal, the Administrator shall notify the panel attorney of the alleged violation. The notice will include specific reference to the nature of the violation, the date of the suspension, and notification that failure to correct the violation to the satisfaction of the Administrator with the stated time period will result in the suspension or removal of the panel attorney's membership on the Referral Service Panel.

If the alleged violation is not corrected within the time stated in the notice, then the panel attorney will face removal from the panel after a hearing before a board consisting of three (3) attorneys; one appointed by the panel attorney against whom the complaint was made, one appointed by the Rockland County Bar Association President and one appointed by the chair/co-chairs of the Referral Service Committee.

The hearing will be conducted as soon as practicable and the decision of the three (3) member board is to be made in writing and delivered to the panel attorney against whom the complaint was made within thirty (30) days of the close of the hearing. If the majority of the panel believes there is reasonable cause to believe that the panel attorney committed the violation, the panel may either suspend the panel attorney for a set time or remove the panel attorney. If the panel attorney wishes to appeal the decision of the panel, the panel attorney must file a letter requesting an appeal to the quorum of the Referral Service Committee within twenty-one (21) days of receipt of the decision.

*Updated December, 2016*

# LAWYER REFERRAL SERVICE

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New City, New York 10956  
Fax: 845-634-1055

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## **LRS APPLICATION** **(PLEASE PRINT LEGIBLY)**

1. Name \_\_\_\_\_  
Firm \_\_\_\_\_  
Address \_\_\_\_\_ Suite \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
2. Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-Mail: \_\_\_\_\_ Web Site: \_\_\_\_\_
3. Date of Birth \_\_\_\_\_ Years in Practice \_\_\_\_\_
4. Year admitted to NYS Bar \_\_\_\_\_ OCA Registration Number \_\_\_\_\_
5. Education (list college, law school and post graduate school attended, degree received and year degree was received):  
College: \_\_\_\_\_  
Post Graduate: \_\_\_\_\_  
Law School: \_\_\_\_\_  
Post Graduate Law: \_\_\_\_\_
6. Admitted to practice before (list other jurisdictions, federal courts, administrative agencies, counties, and dates of admission):  
\_\_\_\_\_  
\_\_\_\_\_

7. Are you licensed in another State? If yes, please indicate States(s) \_\_\_\_\_
8. Are you a member in good standing of the Rockland County Bar Association?  
Yes \_\_\_\_\_ No \_\_\_\_\_ No, but send an application \_\_\_\_\_
9. Are you fluent in any foreign languages? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please specify: \_\_\_\_\_
10. Are you available to make home visits to disabled or elderly persons? Yes \_\_\_\_\_ No \_\_\_\_\_
11. Is your Rockland office Physically Challenged Accessible? Yes \_\_\_\_\_ No \_\_\_\_\_
12. Are you able to provide translators for the hearing impaired? Yes \_\_\_\_\_ No \_\_\_\_\_
13. Have you ever been suspended or removed from this or any other lawyer referral program?  
Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, attach explanation.
14. Have you ever been disciplined, sanctioned or reprimanded by the Grievance Committee or any Appellate Division of the Supreme Court of the State of New York, or any entity in another State with similar disciplinary authority?  
Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, attach explanation.
15. I have read and am fully familiar with the Rules of Membership of the Lawyers Referral Service Committee of the Rockland County Bar Association, agree to abide by the rules, regulations and practices of that Committee as in effect from time to time, and further agree to promptly respond to any written or telephone inquiries from the Committee.  
Initials \_\_\_\_\_
16. Annexed hereto is a photocopy of the Declaration Page of my currently effective Professional Liability Insurance policy.  
Initials \_\_\_\_\_

**You may attach a recent biography or resume if you would like additional information given to potential clients.**

# AREAS OF LAW IN WHICH REFERRALS WILL BE ACCEPTED

As a member of the Rockland County Bar Association Lawyer Referral Service (LRS) your annual LRS dues allow you to choose up to three (3) panels. You may also choose to become a member of up to five (5) panels, for a total of eight (8), at an additional fee of \$20 per each additional panel above the customary three.\*\* In order to participate on any panel, you must attest that you meet or surpass the specified minimum requirements set forth for that particular panel. **If you are unable to meet the minimum requirements for a panel(s) and believe that there are additional factors relevant to your qualifications that should be considered, please provide those qualifications to the Committee in writing.**

**IN AN EFFORT TO PROVIDE INDIVIDUALS WITH ATTORNEYS WHO ARE SKILLED IN THE AREA OF LAW NEEDED, PLEASE (A) CIRCLE EACH PANEL; FOR WHICH YOU WOULD LIKE TO APPLY, AND (B) CHECK EACH SUBCATEGORY THAT CORRESPONDS TO YOUR EXPERIENCE WITHIN THE MAIN CATEGORIES SELECTED.**

**YOU MAY CHOSE TO BE A MEMBER OF UP TO THREE MAIN PANELS. ADDITIONAL PANELS AT \$20 PER PANEL.**

**\*\*NEW: HOSPICE/END-OF-LIFE PANEL – ATTORNEYS MAY JOIN THIS NEW PANEL IF QUALIFIED, FREE OF CHARGE.**

## ANIMAL LAW

\_\_\_\_\_

**BANKRUPTCY** - *Applicant must have commenced and taken to completion a minimum of three Bankruptcy Proceedings within 36 months preceding application:*

\_\_\_\_\_

Business

\_\_\_\_\_

Individual

**CIVIL APPEALS** - *Applicant must have submitted three civil appeals through completion with five years preceding application:*

\_\_\_\_\_

**COMMERCIAL LAW** - *Applicant must have a minimum of two years legal experience in any of the following selected areas:*

\_\_\_\_\_

Construction Contracts

\_\_\_\_\_

General Contracts & Secured Transactions

\_\_\_\_\_

Creditor's Rights & Collections

\_\_\_\_\_

Liquor License/Alcohol & Beverage Control Board

**CONSTITUTIONAL AND HUMAN RIGHTS** - Applicant must have a minimum of two years experience in any of the following selected areas:

- |       |                                 |       |                     |
|-------|---------------------------------|-------|---------------------|
| _____ | Civil Rights                    | _____ | Mentally Challenged |
| _____ | Discrimination (Non-Employment) | _____ | Other               |
| _____ | Fair Housing                    |       |                     |

**CONSUMER LAW** - Applicant must have a minimum of two years legal experience in any of the following selected areas:

- |       |                |       |                    |
|-------|----------------|-------|--------------------|
| _____ | Consumer Fraud | _____ | Internet Fraud     |
| _____ | Credit         | _____ | Lemon Law          |
|       |                | _____ | Small Claims Court |

**CORPORATE LAW** - Applicant must have a minimum of two years' experience in any of the following selected areas:

- |       |   |       |                                |
|-------|---|-------|--------------------------------|
| _____ | Purchase/Sale of Business   | _____ | Franchises                     |
| _____ | Business Formation – Corporations/<br>Partnerships/Limited Liability Entities | _____ | Not-for-Profit Corporation     |
| _____ | Dissolution of Business   | _____ | Sales of Professional Practice |

**CRIMINAL LAW** - Applicant must (1) have served as a member of the 18-B Panel; or (2) have served as a staff attorney with a Legal Aid Society, Public Defender's Office or similar entity; or (3) have served as an Assistant District Attorney or Assistant United States Attorney; or (4) devote a significant amount of his/her practice to criminal law:

- |       |                    |       |   |
|-------|--------------------|-------|---|
| _____ | DMV Hearings       | _____ | Misdemeanors                                      |
| _____ | DUI – DWI          | _____ | Parole Matters                                    |
| _____ | Drugs              | _____ | Parole Violations                                 |
| _____ | Felonies           | _____ | Probation Violations                              |
| _____ | License Suspension | _____ | SORA Hearings (Sex Offenders<br>Registration Act) |
|       |                    | _____ | Traffic Violations                                |
|       |                    | _____ | Other   |

**STATE OR FEDERAL CRIMINAL APPEALS** - Applicant must have handled three criminal appeals, three of which were perfected to conclusion, within five years preceding this application. Alternatively, applicant must have served as a Law Secretary or Law Assistant for a Justice of an Appellate or Supreme Court for a minimum of twelve months.

\_\_\_\_\_



**EDUCATION LAW** - Applicant must have handled a minimum of three cases in any of the following selected areas:

- |       |                                   |       |                               |
|-------|-----------------------------------|-------|-------------------------------|
| _____ | Represent Students Against School | _____ | Represent Teachers (Office of |
| _____ | Special Education (IDEA)          | _____ | Professional Discipline)      |
|       |                                   | _____ | Other                         |

**ELDER LAW** - Applicant must have a minimum of three years in any of the following selected areas:

- |       |                            |       |                                   |
|-------|----------------------------|-------|-----------------------------------|
| _____ | General Elder Law          | _____ | Medicaid/Medicare/SSI             |
| _____ | Guardianships (Article 81) | _____ | Medicaid Trusts and Special Needs |
|       |                            |       | Trusts                            |
|       |                            | _____ | Nursing Home Issues               |

**NEW: HOSPICE/END-OF-LIFE PANEL** – THIS NEW PANEL IS A COLLABORATION BETWEEN UNITED HOSPICE OF ROCKLAND AND THE RCBA. TO QUALIFY FOR THIS PANEL AN ATTORNEY MUST HAVE EXPERIENCE IN AT LEAST ONE OF THE AREAS LISTED ABOVE (IN ELDER LAW), or ESTATE LAW (SEE ESTATE OF PROBATE WILL).

**HOSPICE PANEL/END-OF-LIFE LAW**\_\_\_\_\_

**EMPLOYMENT/LABOR LAW** - Applicant must have a minimum of three years experience in the following selected areas:

- |       |                                   |       |                              |
|-------|-----------------------------------|-------|------------------------------|
| _____ | Employment/Severance Contracts    | _____ | Retirement/Pensions/Benefits |
| _____ | Discrimination-Harassment-Sexual  | _____ | Wage Claims                  |
|       | Harassment                        | _____ | Wrongful Susp./Termination   |
| _____ | Employees of Government Agencies/ | _____ | Representing Employee        |
|       | Unions                            | _____ | Wrongful Susp./Termination   |
| _____ | ERISA                             |       | Representing Employer        |
| _____ | Executive Compensation Agreements |       |                              |

**ENTERTAINMENT LAW** - Applicant must have a minimum of three years experience in this area:

- \_\_\_\_\_ Contracts (Artists/Athletes/Musicians, etc.)

**ENVIRONMENTAL LAW** - Applicant must have handled a minimum of three matters within the five year period preceding this application:

- |       |                               |       |                              |
|-------|-------------------------------|-------|------------------------------|
| _____ | Asbestos                      | _____ | Petroleum Spills             |
| _____ | Biotechnology/Toxicology      | _____ | Toxic Tort Litigation        |
| _____ | Complex Environmental Matters | _____ | Trucking/Hauling Solid Waste |
| _____ | General SEQRA Matters         |       | Violations                   |
| _____ | Lead Poisoning                | _____ | Water Law                    |
| _____ | ISHA Requirements             | _____ | Wet Lands                    |

**ESTATE OF PROBATE WILL/ADMINISTRATION OF ESTATE** – *Applicant must have a minimum of three years experience in any of the following selected areas:*

- |       |   |       |                                |
|-------|---|-------|--------------------------------|
| _____ | Estate, Trust & Tax Planning                                | _____ | Probate/Administration Matters |
| _____ | Powers of Attorney, Health Care Proxies<br>and Living Wills | _____ | Simple Will Drafting           |
|       |   | _____ | Will Contests                  |

**FAMILY LAW** – *Applicant must have handled a minimum of three matters within the categories selected below within five years preceding application:*

- |       |                                     |       |   |
|-------|-------------------------------------|-------|---|
| _____ | Adoption                            | _____ | Family Offense                          |
| _____ | Adoption/International              | _____ | Grandparent’s Rights                    |
| _____ | Child Abuse/Neglect                 | _____ | Guardianship                            |
| _____ | Child Custody/Visitation/Relocation | _____ | Juvenile Delinquency                    |
| _____ | Contested Paternity                 | _____ | Matrimonial Collaborative               |
| _____ | Co-Habitation Agreement             | _____ | Matrimonial Mediation                   |
| _____ | Divorce/International               | _____ | Paternity                               |
| _____ | Divorce Separation & Annulment      | _____ | PINS                                    |
|       |                                     | _____ | Pre-Nuptial and Ante-Nuptial Agreements |
|       |                                     | _____ | Support/Modification                    |

**HOSPICE PANEL/END-OF-LIFE LAW**– *See Elder Law.*

**IMMIGRATION LAW** - *Applicant must have handled a minimum of five immigration matters through to conclusion within five years preceding application which may include: labor certification through issuance of permanent residency; visa application through receipt; deportation/removal hearing before an immigration judge through decision; waiver petition regarding exclusion; or citizenship’s prosecution action in U.S. District Court through judgment. In addition, applicant must have ready access to qualified interpreters and translators.*

**INSURANCE LAW** – *Applicant must have a minimum of three years experience in any of the following selected areas:*

- |       |                    |       |   |
|-------|--------------------|-------|---|
| _____ | Arbitration        | _____ | Life/Health/Disability                          |
| _____ | Automobile         | _____ | Long Term Care Insurance                        |
| _____ | Home/Fire/Property | _____ | Obligation of Defense &<br>Indemnity/Litigation |
| _____ | Marine             | _____ | Private Long Term Disability                    |

**INTELLECTUAL PROPERTY LAW** – *Applicant must be admitted to practice before the United States Patent Office and have prepared through execution (or prosecuted through issuance) a minimum of five matters in the following areas: license agreement; electrical inventions; chemical inventions; mechanical inventions; computer hardware or software; of trademark/copyright:*

- |       |   |       |                                  |
|-------|---|-------|----------------------------------|
| _____ | Computer Law (Software, Contract<br>Development, Licensing, Hardware) | _____ | Patents                          |
| _____ | E-Mail  | _____ | Service Marks                    |
| _____ | Intellectual Property Litigation                                      | _____ | Trademarks, Copyrights           |
| _____ | Internet/Website Issues   | _____ | Technology Employment Issues     |
|       |   | _____ | Unfair Competition/Trade Secrets |

**LANDLORD-TENANT** – *Applicant must have handled to resolution by settlement or judicial disposition a minimum of five matters of the type for which application is being made within 36 months preceding application:*

_____	Commercial Landlords & Tenants	_____	Represent Public or Subsidized
_____	Represent Tenants		Housing (Section 8)
_____	Represent Landlords		

**LEGAL MALPRACTICE** – *Applicant must have handled to resolution by settlement or verdict a minimum of five matters of the type for which is being made within five years preceding application:*

_____	Represent Attorney	_____	Represent Client
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**MEDICAL MALPRACTICE** - *Applicant must have handled to resolution by settlement or verdict a minimum of five matters of the type for which is being made within five years preceding application:*

Claims Against or Involving:

_____	Dentists	_____	Matters involving Veterans
_____	HMO's		Administration (FTCA)
_____	Hospitals	_____	Mentally Challenged
_____	Physicians	_____	Professional Discipline
_____	Psychiatrists	_____	Represent Inmates
_____	Other Health Care Professionals	_____	Represent Clients
_____	Other Professionals		

**MILITARY LAW** – *Applicant must have a minimum of three years experience in any of the following selected areas:*

_____	Active	_____	Reserves	_____	Veterans
-------	--------	-------	----------	-------	----------

**PERSONAL INJURY** - *Applicant must have a minimum of three years experience in any of the following selected areas:*

_____	Assault & Battery	_____	No Fault Insurance
_____	Crime Victims	_____	Premises Liability
_____	Dram Shop Litigation	_____	Products Liability
_____	Defense	_____	Property Damage
_____	Federal Tort Claims	_____	Slip & Fall, Dog Bites, etc.
_____	Libel & Slander, Invasion of Privacy	_____	Uninsured/Underinsured Motorist
_____	Motor Vehicle	_____	Wrongful Death Actions

**REAL PROPERTY LAW** – Applicant must have a minimum of three years experience in any of the following selected areas unless specified below:

_____	Commercial Transactions	_____	Eminent Domain/Condemnation
_____	Commercial Leases	_____	Foreclosures
_____	Real Property Litigation (Fraud, Rescission, etc.)	_____	Residential Closing
_____	Construction Agreements	_____	Residential Leases
_____	Cooperatives/Condominiums	_____	Tax Certiorari
_____	Board/Homeowners Associations	_____	Tax Grievance
		_____	Title and Boundary (Adverse Possession, Trespass, etc.)

**TAX LAW** – Applicant must have: (1) rendered a written opinion on a significant tax questions in a minimum of three tax cases;(2) obtained a minimum of two tax rulings from the Internal Revenue Service; (3) completed two Appellate tax proceedings before the Internal Revenue Service; (4) an LLM Degree in taxation; or (5) a certified public accountant’s certificate:

_____	Tax Litigation	_____	Federal & State Income Taxes
_____	Corporate Taxes	_____	International/Interstate

**ZONING AND LAND USE** – Applicant must have handled a minimum of three matters of the type for which application is being made within 36 months preceding application.

_____	Article 78 Proceedings	_____	Subdivisions/Site Plans, Special Permits
_____	Municipal Violations	_____	Variance(s) from Municipal Ordinance
_____	Rezoning		

**SOCIAL SECURITY\*\*\*** - Applicant must have participated in a minimum of three Social Security Hearings before an Administrative Judge:

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**UNEMPLOYMENT COMPENSATION\*\*\*** - Applicant must have three years experience in this area.

**WORKERS COMPENSATION\*\*\*** - Applicant must have represented a minimum of three workers at benefit review conferences and a minimum of 12 clients at a contested case hearing within 36 months preceding application:

_____	Appeals	_____	Federal
_____	Employer Defense	_____	New York State

\*\*\* An initial consultation fee may not be charged for Social Security, Unemployment and Workers Compensation claim matters.

**TOTAL NUMBER OF PANELS SELECTED: \_\_\_\_\_**

**Please submit only COMPLETE AND LEGIBLE INFORMATION.**

**BY SIGNING THIS APPLICATION, APPLICANT ATTESTS THAT HE OR SHE MEETS OR SURPASSES THE SPECIFIED MINIMUM REQUIREMENT FOR EACH PANEL CHOSEN OR HAS PROVIDED ADDITIONAL INFORMATION ATTACHED HERETO WHICH HE OR SHE ASKS THE LAWYER REFERRAL COMMITTEE TO CONSIDER IN LIEU OF THE MINIMUM QUALIFICATIONS.**

**CERTIFICATION AND AFFIRMATION**

I hereby affirm under penalty of perjury, pursuant to CPLR 2106, the truth of everything set forth in this application. I am a member in good standing with and licensed by the Appellate Division, \_\_\_\_\_ Department, of the Supreme Court of the State of New York. I actively practice law at the office address set forth in this application. I believe that I am competent to handle matters in the categories of law which I have designated in this application.

I have read and understand the rules of membership for the Lawyer Referral Service of the Rockland County Bar Association and agree to abide by the rules, regulations and practices as in effect from time to time.

I have answered each question completely and truthfully and any attachments are accurate and truthful.

I have disclosed any disciplinary action, if any, imposed against me. I have disclosed any suspensions and/or terminations from any lawyer referral program. I further certify that I will notify the Lawyers Referral Committee of the Rockland County Bar Association within fifteen (15) workings days, in writing, of any disciplinary action, reprimand, suspension, or disbarment by any Department of the Appellate Division of the Supreme Court of the State of New York (or any entity in such other State with similar disciplinary duties).

I will notify the Lawyers Referral Committee of the Rockland County Bar Association within fifteen (15) workings days, in writing, if anything occurs while this application is pending or while I am a member of the Lawyers Referral Service Plan, which makes any information contained in this application untrue or inaccurate.

I authorize my professional liability insurance carrier to furnish the Lawyers Referral Committee of the Rockland County Bar Association with any information concerning my professional liability insurance coverage which the Lawyers Referral Committee may request.

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Applicant

