

ABA MODEL RULES OF PROFESSIONAL CONDUCT

ETHICS CHECKLIST

Key Questions – Rule 7.3 – Direct Contact

1. Is there a pre-existing relationship with this client?

YES NO

2. If no, how did you come in contact with this client?

REFERRAL/INTRODUCTION CALLED ME OTHER

If “OTHER,” apply and analyze text of Rule 7.3 in this situation.

Key Questions – Rule 7.1 – Communications

1. Could any of my communications with this person/client be viewed as false or misleading?

YES NO NOT SURE

2. Any material misrepresentations of fact or law?

YES NO NOT SURE

3. Any unjustified expectations created? i.e. track results, track record?

YES NO NOT SURE

4. Comparison of my/our services with other lawyers?

YES NO NOT SURE

If “YES” or “NOT SURE” to any of the above, apply and analyze text of Rule 7.1 in this situation.