



# WASHINGTON STATE BAR ASSOCIATION OFFICE OF DISCIPLINARY COUNSEL

## REQUEST FOR ASSISTANCE

- Use this form to ask for help resolving a minor dispute between you and your lawyer INSTEAD OF FILING A COMPLAINT ON A GRIEVANCE FORM. We try to respond within two business days.
- We cannot provide legal advice, represent you, or refer you to a lawyer.
- Do not wait to take other action while we try to help you. There are time deadlines for civil and criminal cases.

### INFORMATION ABOUT YOU

Name \_\_\_\_\_  
 Street Address or POB \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Phone Number \_\_\_\_\_ Ext \_\_\_\_\_  
 Email Address \_\_\_\_\_

### INFORMATION ABOUT THE LAWYER

Name \_\_\_\_\_ Bar Number \_\_\_\_\_  
 Street Address or POB \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Phone Number \_\_\_\_\_ Ext \_\_\_\_\_  
 Email Address \_\_\_\_\_

**NATURE OF DISPUTE:**  
 Communication  
 Return client file  
 Request bill

Is this your lawyer?    Yes    No  
 Have you already tried to contact this lawyer about your dispute?    Yes    No  
 Type of legal matter: \_\_\_\_\_  
*(family law, criminal law, etc.)*

**I understand that this is an informal request for assistance to resolve a dispute. I confirm that I am the person identified above, I did NOT file a grievance against this lawyer, and this form is not a grievance against the lawyer.**