



Pima County Bar Association

Proud to serve the legal profession.

Dear Potential Qualified-Income Legal Team (QUILT) Program Client:

Using the guidelines presented on the enclosed QUILT Information Sheet, you may determine whether you are eligible to request representation through the Pima County Bar Association's QUILT Program. The QUILT Program is comprised of attorneys in private practice who have agreed to provide legal services to financially eligible clients at a reduced rate.

IT IS NOT A FREE LEGAL SERVICE. You will need to pay a \$30 non-refundable, administrative fee at the time you apply. Further, you are responsible for paying all attorney fees in a manner determined by you and the attorney during your initial consultation (see attached QUILT Information Sheet for guidelines).

If you are interested in pursuing representation through the Pima County Bar Association's QUILT Program, you will need to mail the items listed below to: **Pima County Bar Association / QUILT Program, P.O. Box 2189, Tucson, Arizona 85702.** We will be unable to begin working on securing an attorney for you until all of the items are received.

- (1) QUILT Client Eligibility Application (completed and with a signature)**
- (2) A Copy of Current Wage Stubs (for you and your spouse, if applicable)**
- (3) A Copy of Last Year's Tax Return Documents**
- (4) The \$30 Service Fee made payable to the Pima County Bar Association**

If you have any questions about the QUILT Program or the QUILT application, please contact our **Lawyer Referral Service at (520) 623-4625.** Also, if you have a court date scheduled or a response due within the next five (5) days **ONLY**, please call the Lawyer Referral Service to discuss special arrangements.

The Pima County Bar Association will notify you either by phone or mail **within 10 days of receipt of your application** as to whether or not we are able to provide an attorney for you. If you qualify to participate in the QUILT Program, we will provide you with the attorney information at that time. Following, it is your responsibility to contact the attorney and schedule the initial consultation.

Thank you for considering our QUILT Program as a source of assistance for your legal needs.

Sincerely,

Brenda Garcia
Lawyer Referral Service Coordinator

Qualified-Income Legal Team (QUILT) Program for Civil Cases

A Public Service of the Pima County Bar Association

The Pima County Bar Association's Qualified-Income Legal Team (QUILT) Program may be able to assist you with legal representation at a reduced fee. The QUILT program is comprised of local attorneys who have agreed to provide legal services to financially-eligible clients at a reduced rate.

THIS IS NOT A FREE LEGAL SERVICE.

There is a \$30 application/referral fee at the time you apply, AND you are responsible for paying the reduced attorney fees presented below.

TYPE OF CASE	FEES (* Plus Any Incidental Costs)
Divorce (Simple – No Children) <i>Uncontested</i> <i>Contested</i>	\$650 Flat fee \$650 Retainer / \$100 Per Hour
Divorce (With Children) <i>Uncontested</i> <i>Contested</i>	\$650 Flat fee \$1000 Retainer / \$100 Per Hour
Foreclosure	\$500 Retainer / \$100 Per Hour
General Civil Litigation	Negotiable Retainer (\$500 / Not to Exceed \$1000) / \$100 Per Hour
Guardianship +	\$500 Retainer / \$100 Per Hour
Landlord / Tenant	\$250 Retainer / \$100 Per Hour

* *Incidental Costs may include process fees, locator costs, & all filing fees.*
+ *If unsuccessful with petition, client may be responsible for additional fees.*
Talk with attorney for more details.

Client Financial Eligibility Guidelines *

Size of Household	Monthly Income
1	0—\$1,805
2	0— \$2,428
3	0— \$3,051
4	0— \$3,675
5	0— \$4,298
6	0— \$4,921
7	0— \$5,545
8+	0— \$6,168

* *Qualification eligibility income requirements change every July.*
Current listings in effect until July 2010.

Here's How the Program Works:

- 1. Call our Lawyer Referral Service at 623-4625 or send an email to irs@pimacountybar.org.** State that you would like information about our QUILT Program. The operator will provide you with further details.

Please note this is a phone service. Due to limited staff, we cannot accept walk-ins. Also, the operator DOES NOT provide legal advice.

- 2. Complete & submit a Client Eligibility Form WITH the \$30 non-refundable Application/Referral fee.** The form can be sent to you by email, fax, or mail. It is also available online at our website: www.pimacountybar.org.

The \$30 Application/Referral fee must be included with the submitted form. We accept checks and money orders (made payable to PCBA), or you can pay using VISA or MASTERCARD (by including credit card information on the form). There are two ways to return the completed form and payment:

BY FAX: (520) 623-9772 (*credit card payments only*)

BY MAIL: Send to PCBA-QUILT Program, P.O. Box 2189, Tucson, AZ 85702-2189

- 3. Upon receipt of your application and payment, we will contact you by phone within two (2) business days.** If approved, we will provide you with the name and contact information of an attorney who will provide a free initial consultation.
- 4. You will need to contact the attorney to schedule the initial consultation.** It is your responsibility to make these arrangements. The attorney fees and payment will be discussed during the consultation. If you have any concerns, please contact us at 623-4625.

Call (520) 623-4625

Monday thru Friday, 9:00AM—4:30PM

Qualified-Income Legal Team (QUILT) Program Client Eligibility Application

PERSONAL

Name: _____

Driver's License Number: _____ State: _____

Marital Status: Single Married Divorced Separated Widowed

Address: _____

City: _____ State: _____ Zip: _____

Telephone: Home: _____ Work: _____

(Please list only number's where you may be reached; include ext. or dept. w/work number)

Dependents:

Other than yourself, how many dependents are you legally obligated to support in your household? _____

Total number of children: _____ Total number of adults: _____

List persons you support in your household:

Relationship Age

List persons you support in your household:	Relationship	Age
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

EMPLOYMENT

Status: Full-time Part-time Unemployed Student Other

Name of Current Employer: _____

Work Address: _____

City: _____ State: _____ Zip: _____

If Applicable:

Spouse's Name: _____

Spouse's Employer: _____

Work Address: _____

City: _____ State: _____ Zip: _____

INCOME

What is your Monthly GROSS Income? \$ _____

What is your Spouse's Monthly GROSS Income (if applicable)? \$ _____

Other Monthly Income: Please list and provide the amount (e.g., child support, spousal maintenance, a business, self-employment, rent payments, etc.)

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

TOTAL MONTHLY INCOME \$

ASSETS

Amount of Cash Available on Hand \$ _____

Checking Account (Average Balance) \$ _____

Bank: _____ Account #: _____

Savings Account (Average Balance) \$ _____

Bank: _____ Account #: _____

Life Insurance (Cash Value) \$ _____

Net Real Estate (Value Less Amount Owed) \$ _____

Automobiles, Recreational Vehicles or Other Forms of Transportation \$ _____

Stocks, Bonds, CD's, Other Redeemable Paper \$ _____

IRA's, 401(K)'s, Deferred Comp. Plan \$ _____

Other \$ _____

TOTAL AMOUNT OF ASSETS \$

EXPENSES

How much do you pay each month for:

• Medical Insurance \$ _____

• Child Support \$ _____

• Major Medical Bills \$ _____

• Other Major Monthly Expenses (e.g., garnishments, fixed debts, transportation, regular support of a family member, child care) — *excluding food, credit cards, car payments, rent, or mortgage* \$ _____

TOTAL MONTHLY EXPENSES \$

REQUIRED ATTACHED ITEMS

** With this completed application, you need to include:

- 1. A COPY OF CURRENT WAGE STUBS (for you and your spouse, if applicable)
- 2. A COPY OF LAST YEAR'S TAX RETURN DOCUMENTS

PLEASE READ FOLLOWING CAREFULLY BEFORE YOU SIGN

My signature below indicates that all the financial and identifying information I have supplied on this Application document is complete and true, to the best of my knowledge. **I understand that if I have provided a misrepresentation concerning my financial status, then I shall be responsible for payment for services rendered according to the lawyer's standard fee schedule, or the lawyer may be released from further representation if the court allows.** I understand that the Pima County Bar Association is not responsible for any acts or omissions made by the attorney and is not responsible for any lawyer's competency in any particular area of law.

Signature: _____ Date: _____

AFTER COMPLETION

MAIL THIS APPLICATION FORM TO THE ADDRESS BELOW WITH THE FOLLOWING:

- (a) A \$30 CHECK OR MONEY ORDER PAYABLE TO PCBA
- (b) THE REQUESTED COPY OF CURRENT WAGE STUBS (for you and your spouse)
- (c) THE REQUESTED COPY OF LAST YEAR'S TAX RETURN DOCUMENTS

You will be notified when an appointment has been made for you with an attorney who practices in the appropriate area of law for your needs. If you have any questions about the QUILT Program or Application, please contact the **Lawyer Referral Service at (520) 623-8258.**

PCBA / QUILT Program • P.O. Box 2189 • Tucson, AZ 85702