

## Client Summary

### Matter # 5996

Client Name: Donald Declarant

Phone Number: 234-567-8912

Language: English

**Any notes from the attorney including client's goals, history, or other factors:** Donald is interested in getting his Real-estate license after cleaning up his record. He is recently off of probation and still working on paying his court fees.

**Expungement Case Factors:** His Alameda County case is more recent and he served a prison sentence for it– therefore more evidence of rehabilitation (such as letters of support, certificates or other materials), as well as a thorough declaration will be extra important in moving the judge to grant that case. On the other side, Alameda tends to be fairly progressive in expungements, and the other cases are less serious.

For the reasons stated above, on a scale of 1-10, how important is the evidence of rehabilitation: 8.

### Case Info:

<u>County &amp; courthouse</u>	<u>Date of conv.</u>	<u>Offense description</u>	<u>Fel/Misd Filing Fees</u>	<u>Fee Waiver forms</u>	<u>Other notes</u>
Sutter	5/31/2004	Pos. drug paraphernalia	Misd-- #60	<a href="#">FW-001</a>	
Humboldt	8/23/2007	"	Misd—no filing need	NA	
LA - Airport Courthouse	9/24/2012	Grand theft	Felony -- \$120	<a href="#">CR-115</a> <a href="#">CRIM-196</a>	Does he know if it was under 950\$? Any memory of what was taken?
Alameda	12/15/2016	robbery	Felony—no filing fee	NA	He worked in a firecamp for this conviction, any information about the firecamp is helpful!

### Standard Interview Questions:

- What is your goal in clearing your record?
- How is this / are these convictions holding you back?
- Tell me about what was happening at the time of the conviction(s).

- o *(While the declaration may have a paragraph touching on what was going on at the time of the convictions, the bulk of it should be focusing on the growth that has happened since then, what they are doing now and what they hope for in the future.)*
- When you think back, is there a certain time in your life (“light bulb” moment) that made you change how you were approaching things? What happened and how did it impact you?
- What have you been doing since the convictions? (Include relevant dates or estimations)
- What has [program/church etc] taught you?
- How has \_\_\_\_\_ influenced you?
- What motivates you?
- What are your goals for the future? How would record cleaning help you achieve those goals?
- Who are you today?
- What else would you like the court to know about you or your situation in considering this petition?

**Additional information we need in order to file:**

- *Would you like to gather and submit letters of support from other people with your dismissal request? (You can discuss potential folks to ask, what makes a strong letter of support etc.)*
  - o *If client asks if it is helpful: It doesn't hurt to include letters of support—and if a letter looks like it would be harmful, we wouldn't include it. But it is optional. If you had a lot of violations, still owe restitution, or the case is recent, or the client otherwise thinks the judge might deny the petition, letters of support and strengthen the request.*
- *Fee waiver information:*
  - o *Many counties require a filing fee for these petitions, if you cannot afford the fee, you can complete a fee waiver and request that the judge waive the fee. If you would like to do that, we can go through the form now and include it with the petition.*

**Standard Closing Script:**

*Thank you so much for your time today. I am going to review the notes that I wrote up from our conversation and email them to Root & Rebound who will be in touch with you in the next 2 weeks or so about next steps and any other follow-up.*

*Do you have any questions about what has happened so far or what will happen next? {I will raise that to Root & Rebound and have them get back to you on that.}*

*Thank you again, take care!*