

# Basic Legal Information

If you should need an attorney to help you in a dispute with the employer or insurance company, use this form to keep a file on the progress of your case.

**Law Office Name:** \_\_\_\_\_

**Attorney's Name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Fax:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Address:** \_\_\_\_\_

---

## Instructions from your attorney

(after first visit, use the NOTES page to record every visit or phone call with your attorney:)

---

---

---

---

---

---

---

---

---

---

---

**ALL PAPERS FROM THE ATTORNEY'S APPOINTMENT ARE TO BE PLACED IN YOUR WORKERS' COMPENSATION CLAIM FILE.**

New Mexico Workers' Compensation Administration Workbook for Injured Workers.