

MASSACHUSETTS LEGAL CLINIC FOR THE HOMELESS

AUTHORIZATION OF REPRESENTATION

1. I understand that the person interviewing me today may not be the person who handles my case. The Massachusetts Legal Clinic for the Homeless (“MLCH”) will, within a reasonable time after today’s interview, attempt to obtain a lawyer, or a person to be supervised by a lawyer such as a paralegal, legal project assistant, or summer associate (“Legal Advocate”) to handle my case. MLCH will notify me in a timely manner if and when it finds a Legal Advocate for me.
2. I understand that my participation in today’s interview does not guarantee that MLCH will be able to find a Legal Advocate for me. If, after conducting an appropriate investigation and within a reasonable time after today’s interview, MLCH is unable to obtain a Legal Advocate for me, MLCH will so notify me in a timely manner and will bear no further obligation to me.
3. If I obtain a Legal Advocate through MLCH, I authorize the Legal Advocate to represent me in the following matters:
 - a. _____
 - b. _____
 - c. _____
4. I certify that all of the information that I give to my interviewer and to my Legal Advocate concerning my legal problem, or otherwise, shall be true and correct to the best of my knowledge. I agree to notify my Legal Advocate or MLCH if my financial or living situation changes. I also agree that if I fail to keep my Legal Advocate informed of my current address, and if my Legal Advocate is unable to locate me after making reasonable efforts to do so, then my Legal Advocate may take all steps necessary to stop representing me.
5. I understand that I shall not be charged for any services obtained through MLCH or my Legal Advocate. I realize that I could be awarded attorneys’ fees and costs by a court, and I authorize MLCH and my Legal Advocate to retain all such fees and costs.
6. In the event that I am dissatisfied with the services of my Legal Advocate, I understand that I may: (i) use the MLCH Grievance Procedure (described below), or (ii) terminate the services of my Legal Advocate at any time, for any reason, or for no reason.

Interviewee Signature

Date

GRIEVANCE PROCEDURE

If you are dissatisfied with the services provided to you by your Legal Advocate, you should first bring your complaint to your Legal Advocate. If you are still dissatisfied after discussing your complaint with your Legal Advocate, you may call or write to the Executive Director of the Lawyers Clearinghouse on Affordable Housing and Homelessness who will review your complaint with you. Her name, address, and telephone number are:

Maribeth Perry
Lawyers Clearinghouse on Affordable Housing and Homelessness
16 Beacon Street
Boston, Massachusetts 02108
(617) 778-1980

MLCH will respond in writing to your complaint in a timely manner after receiving the complaint. MLCH, in its discretion, may consult LCAHH Board of Directors in resolving any grievance or complaint. MLCH shall keep written records of all client grievances, steps taken to resolve them, and their final dispositions.

*The Massachusetts Legal Clinic for the Homeless is a project of the Lawyers Clearinghouse on Affordable Housing and Homelessness
16 Beacon Street, Boston, Massachusetts 02108
(617) 723-0885*

WHITE COPY – INTERVIEWER • YELLOW COPY – MLCH • PINK COPY – CLIENT

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