

## Client Registration Checklist

VS Advocates Legal Solutions India Pvt. Ltd. —

### Section 1: Personal Details

1. Full Name (as per Aadhaar / ID Proof)
2. Father's / Spouse's Name
3. Date of Birth
4. Contact Number (Primary & Alternate)
5. Email ID (for communication)
6. Present Address
7. Permanent Address
8. Identification Proof (Aadhaar / PAN / Voter ID / Passport)

### Section 2: Case / Matter Details

#### 1. Type of Case / Legal Issue (select one):

Criminal / Bail

Civil / Property

Matrimonial / Family

Consumer / Insurance

Banking / Taxation / Service

Other (please specify)

2. Short Description of the Matter:

(Mention nature of dispute, parties involved, and required legal relief.)

3. Jurisdiction (Court / Tribunal / Authority)

4. Previous Case Reference (if any)

5. Expected Timeframe for Legal Support

**Section 3: Document Checklist**

**Please attach clear scanned copies of the following documents:**

1. ID Proof (Aadhaar / PAN)
2. Related Case Papers (FIR / Agreement / Notice / Court Order / Contract)
3. Relevant Evidence or Supporting Documents
4. Authorization Letter / Power of Attorney (if applicable)
5. Proof of Payment or Retainer Agreement (if required)

**Section 4: Terms & Acknowledgment**

1. All information provided shall be treated as strictly confidential under the Advocates Act & Bar Council of India Rules.
2. Legal opinion and case handling shall commence only after preliminary review and acceptance by the firm.
3. VS Advocates reserves the right to accept or decline any matter based on merit and jurisdiction.
4. Clients are advised to avoid parallel communication or self-representation during the firm's engagement.
5. All consultation is governed by firm's terms and privacy policy.

**Section 5: Declaration by the Client**

"I hereby declare that all information provided above is true to the best of my knowledge.

I authorize VS Advocates Legal Solutions India Pvt. Ltd., Lucknow, to verify the details and documents submitted and to represent me as per the agreed terms."

Signature of Client: \_\_\_\_\_

Date: \_\_\_\_\_

**Submission Instructions**

Email your filled form and attachments to: [office@vsadvocateslegal.com](mailto:office@vsadvocateslegal.com)

Or submit online via: [www.vsadvocateslegal.com/registration](http://www.vsadvocateslegal.com/registration)

