

BOARD OF OVERSEERS OF THE BAR

Established by the Maine Supreme Judicial Court

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FEE ARBITRATION PETITION

Information and Instructions – Please Read Carefully

The Board of Overseers of the Bar encourages parties to resolve disputes over legal fees in an amicable manner whenever possible. Direct and candid communication between client and attorney can often lead to a resolution. If such informal attempts at settlement are unsuccessful, fee arbitration provides clients and attorneys with an out-of-court option for resolving fee disputes.

Arbitration of disputed legal fees may be initiated by returning this petition to the office of the Board of Overseers of the Bar. Please fill out this form as completely as possible and include any supporting documentation you deem relevant, including but not limited to; signed fee agreement or contract between you and the respondent (if any); billing statements and receipts; correspondence regarding the issue at hand.

Part A: Petitioner Information

Your Name:	_____	_____	_____	
	<i>First</i>	<i>Middle Initial</i>	<i>Last</i>	
Your Address:	_____			<input type="checkbox"/> Home ()
	<i>Street</i>			_____
	_____			<input type="checkbox"/> Work ()
	<i>Mailing Address</i>			_____
	_____			<input type="checkbox"/> Cell ()
	<i>City</i>	<i>State</i>	<i>Zip</i>	_____
	_____	_____	_____	Other telephone number(s) and times you can be reached:
	<i>Email Address</i>			()
	_____			_____
	<i>Date of Birth</i>	<i>Last 4 Digits of SSN</i>		Alternative contact:
	_____	_____		<i>Name</i>
	<i>Gender:</i> <input type="checkbox"/> Male <input type="checkbox"/> Female			_____
				<i>Phone</i> ()

Part B: Respondent Information

Attorney Name:	_____	_____	_____	
	<i>First</i>	<i>Middle Initial</i>	<i>Last</i>	
Attorney Address:	_____			
	<i>Street</i>			

	<i>Mailing Address</i>			
	_____			<i>Phone</i> ()
	<i>City</i>	<i>State</i>	<i>Zip</i>	_____
	_____	_____	_____	
	<i>Email Address</i>			

Note: Fee arbitration petitions may not be brought in the name of a law firm. You must specifically name the attorney about whom you are complaining.

Part C: Please answer the following questions:

1. In regards to this complaint, you are the:
 Client* Other _____
Specify name and relationship to client.
2. Your complaint concerns what kind of legal matter, i.e. divorce, probate, real estate, criminal, etc.?

3. What was the total amount of the attorney's bill (not just fee in dispute)?
Total legal fee charged \$ _____ + total costs/disbursements \$ _____ = Total Bill \$ _____

What portion of the total attorney's bill is in dispute? \$ _____
4. Amount paid to attorney: \$ _____ (Attach proof of payment.)
5. Balance (if any) due to attorney: \$ _____
6. Who paid the attorney? Client Other _____
Specify name and relationship to client.
7. Was there a written fee agreement or fee letter from the attorney explaining how much would be charged? If yes, please attach agreement or letter. Yes No
8. Had the lawyer or law firm ever represented you before accepting this case? Yes No
9. Was the fee charged by the attorney contingent on the outcome of the case so that there was no fee due unless the lawyer recovered money for you? Yes No
10. When did the attorney first agree to handle your case? _____
11. When did the attorney last do any work on your case? _____
12. Did the attorney advise you in writing that you could request fee arbitration? Yes No
If yes, attach a copy of that communication.
13. List all amounts paid to the lawyer and the dates of payment. Attach copies of all bills received from the attorney.

14. Has the attorney brought a lawsuit against you for the fee in dispute? Yes No
If yes, attach a copy of the complaint and provide the below information.
 - a. Name of court and title of suit. _____
 - b. Docket number and date suit was filed. _____
 - c. If you are not a party to this suit, what is your connection to it? _____
15. Please confirm that, prior to filing this petition, have you discussed your concerns with the attorney? Yes No

Part D: Information about your fee dispute:

Briefly explain why you disagree with the attorney's total bill. Use additional sheets if needed.

PLEASE PRINT LEGIBLY

By filing this Petition, I acknowledge my right to choose to be represented by an attorney at my own expense and to present witnesses and documentary evidence at the hearing or at any stage of arbitration. At my request, the Board will arrange for a record of the proceedings to be made, also at my own expense. I acknowledge that the Panel may, in its discretion, for cause shown or on its own motion, obtain the volunteer services of and assign an attorney to represent me in these proceedings. I agree that this fee dispute shall be heard and decided by a Fee Arbitration Panel of the Fee Arbitration Commission of the Board of Overseers of the Bar in accordance with its prescribed rules and regulations, which shall supersede the procedures of the Uniform Arbitration Act in the event of conflict therewith. I have reviewed the Rules and Steps to follow in Fee Arbitration. I further agree that the arbitration decision and award of such Panel shall be final and binding upon me, the Petitioner. The effect of this agreement is to give up the legal right to bring an action in court concerning the disputed legal fees. I further agree that the Court having jurisdiction may enter a Judgment upon the Award.

I affirm and certify that all of my statements and claims in this complaint are true and correct.

Date: / /
MM DD YYYY

Signed: _____

Printed Name: _____

To learn more about fee arbitration, please visit the Board's website at: <http://www.mebaroverseers.org>.

*Prior to submitting your petition, please be sure to make a copy of this form and attachments for your own use.
Please do not send original documents; the Board cannot be responsible for their safe keeping and return to you.*