

APPLICATION FOR QUEEN'S BUSINESS LAW CLINIC SERVICES

The Queen's Business Law Clinic can only provide *pro bono* legal services to clients with limited budgets who could not otherwise afford legal services. While we provide a broad range of legal services, there are some matters with which we cannot assist clients.

We ask all of our prospective clients to complete this short information form. This form will be kept strictly confidential, and will only be seen by the Director of QBLC and the student caseworker. It will be used solely to confirm whether it is appropriate for QBLC to provide you with legal services. We reserve the right to request further financial disclosure (such as a recent balance sheet or income statement).

I. Contact Information

- a. Name:**
- b. Telephone:**
- c. E-mail:**
- d. Address:**

II. File Information

- a. Describe your business/activity in some detail:**

- b. What would you like QBLC's help with:**

- c. Deadline (if any):**

III. Financial Information

- a. Is your business/project new or in existence:** **in existence** **new**

b. Are you a for profit or not-for-profit: for profit not-for-profit

c. If FOR PROFIT,

i. For how long has your business operated:

ii. For how long has it operated at a net profit:

iii. Gross profits in your last financial year:

iv. What are the sources of capital for your business (e.g. investors, bank loan, savings, etc.)? Briefly explain:

d. If NOT-FOR-PROFIT,

i. For how long has your business operated:

ii. Do you have capital funding (e.g. government grants, personal savings)? Briefly explain:

IV. How Did You Hear About Us: QBLC Advertising Presentation/Seminar QBLC website
 Referred by _____

I certify the foregoing information to be accurate and complete to the best of my knowledge.

Signed:

Date:

QBLC Use: Director Approval: Y / N

Date:

File #:

Student assigned: