

# Sharma-Crawford

ATTORNEYS AT LAW

## How to Get the Most from Your Attorney Relationship

Your time with the attorneys and staff of the Sharma-Crawford Law Firm is important to us. To help you get the most from our relationship, we encourage you to consider the following when working with our firm.

### **Be Honest & Forthright**

We are defending you or your family. We can only do this with a fully open and honest relationship. Do not lie or withhold information from your attorney. It will only delay us from helping you.

### **Respect Each Other's Time**

We have a very active law office and do our best to respect time schedules; however we do accommodate emergencies. We will respect your time but please also respect ours by showing up for your appointment on time, if not early.

### **Respect in Our Office**

Our office is a hectic place as we attempt to help many people with very important issues. Our staff is courteous and polite. Please offer the same respect by being courteous to our staff and by turning off your cell phone.

### **Don't Delay for Any Reason**

If you have a pending legal or immigration issue, don't delay in advising us. The earlier you contact your attorney, the better off you will be. Our offices and the courts are busy. We must prepare ahead of time.

### **Completion of Immigration Forms**

One of our services is the completion of Immigration forms. However, if you fill out a form by yourself we will not simply look it over to advise you if you have done it right. Please consult with us first.

### **Payment of Fees**

Our fees are set and appropriate for the services we provide. Please do not attempt to negotiate or barter a fee arrangement for our services.