REPRESENTING THE PERSONAL INJURY PLAINTIFF IN NEW YORK†

A. Intake and Client Retention

PI001 Sample Client Intake Form

PI002 * Statement of Client's Rights

PI003 * Statement of Client's Responsibilities

PI004 Judicial Conference Retainer Statement

PI005 Sample Language for Personal Injury Retainer Agreements

B. Investigation and Securing of Medical and Other Records

PI006 HIPAA Compliant Unlimited Authorization for Plaintiff's Counsel to Secure Client's Records

PI007 Letter from Plaintiff's Counsel to Doctor's Office Explaining HIPAA, Enclosing HIPAA Compliant Authorization, and Detailing What Is Being Requested

PI007A Plaintiff's Arons/Porcelli Speaking Authorization for Defendants

C. Automobile Negligence and Insurance Related Forms

PI008 Underinsured/Uninsured Notification Letter

PI009 Sample New York No-Fault Computation Sheet

PI010 Request for Driving Abstract

PI011 Letter of Representation to Defendant Owner and Driver

PI012 Pre-Suit Demand Letter for Insurance Information Under Insurance Law § 3420(f)(2)(A)

* This form is in PDF format and requires Adobe Reader or other suitable software DNLD: 2018-20 ***PERSONAL INJURY***

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D. Commencing the Litigation

PI013 * Court Summons

PI014 Certificate of Merit (No Issue with Statute of Limitations) for Medical Malpractice Action

PI015 Verified Summons and Complaint in a Medical Malpractice Action Involving Wrongful Death of an Infant with Attorney Verification

PI016 Notice of Commencement of Medical Malpractice Action

PI017 Verified Summons and Complaint in an Automobile Negligence Case for Individual Plaintiff and Attorney Verification

PI018 Statement of Service by Mail and Acknowledgment of Receipt by Mail of Summons and Complaint

E. Discovery and Amplification of Pleadings

PI019 Plaintiff's Verified Bill of Particulars in a Medical Malpractice Action Involving Wrongful Death of an Infant

PI020 Plaintiff's Notice of Availability for Physical Examination

PI021 Plaintiff's Notice to Admit

PI022 Plaintiff's General Combined Demands with a Demand for a Verified Bill of Particulars on Defendant's Affirmative Defenses

PI023 Plaintiff's Notice to Produce Documents in a Product Defect Case with Jurisdictional and Successor Liability Issues as to Certain Defendants

PI024 Plaintiff's Combined Discovery Demands and Notice for Discovery and Inspection in Medical Malpractice Case

PI025 Deposition Exhibit Log

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F. Trial and Verdict

PI026 Note of Issue, Certificate of Readinesss and Verification

PI027 Certificate of Readiness and Verification

PI028 # Notice of Intention to Introduce X-Ray(s)

PI029 Trial Exhibit List (Internal Use Only)

PI030 Trial Notebook Index (Internal Use Only)

PI031 Jury Selection Record (Internal Use Only)

PI032 Trial Schedule

PI033 Plaintiff's Request to Charge in a Medical Malpractice Case

PI034 Plaintiff's Request to Charge in a Motor Vehicle Negligence Case

PI035 Plaintiff's Proposed Verdict Sheet in a Medical Malpractice Case

G. Settlement and Closing of Case

PI036 General Release

PI037 Standard Stipulation of Discontinuance

PI038 CPLR 5003-a Letter to Defendant Transmitting Settlement Documents

PI039 Judicial Conference Closing Statement

PI040 Client Disbursement Accounting

PI041 Trial Preparation Checklist

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