DAVISON, EASTMAN & MUÑOZ, P.A.
ATTORNEYS AT LAW

EMPLOYMENT INTAKE FORM

Date: _____

Name: _____ Spouses Name: _____
First Middle Last

Address: _____

Email Address: _____

Phone (home): _____

Phone (cell): _____

Phone (work): _____ Date of Birth: _____

Nature of your case: (please check all that apply)

- Discrimination Age Gender Race Other
- Harassment
- Retaliation
- Whistleblower
- Other:

You chose this office because:

- Referred by lawyer / lawyer's_____ Name: _____
- Referred by former client / friend _____ Name: _____
- You are a former client
- Website / Internet
- Seminar
- Other:

Name of Employer: _____

Address: _____

Position with Employer: _____

Name of Supervisor and Manager: _____

How many years/months at job: _____

Hourly/Annual Salary:_____

Date of discharge: _____

Reason given by Employer for the discharge: _____

What are your personal thoughts as to why you were discharged?

_____

Did you have a written contract? _____

Was there an employee manual? _____

Did you receive any warnings prior to discharge? _____

Was there a Union Membership? _____

If there was, have you or the Union filed a grievance? _____

Have you filed for Unemployment Benefits?_ _____

How long out of work? _____

Brief Description: _____

****If you answered "yes" to any of the questions above and have the related paperwork, please bring those documents and any other relevant materials with you.**