

# Are You PROTECTED?



**FINEST LAW**  
• LEGAL SERVICES •

# COPYRIGHT

Copyright 2017. All rights reserved.

No part of this book may be reproduced in any form or by any electronic means, including information storage and retrieval systems, without prior permission in writing from the author, except by reviewers who may quote brief passages in a review.



## DISCLAIMER NOTICE

The information in this book is intended to educate and stimulate the reader. Although the author and publisher have made every effort to ensure that the information in this book was correct at the time of publishing, the author and publisher do not assume and hereby disclaim any liability to any party for any loss, damage, or disruption caused by errors or omissions -whether such errors or omissions result from negligence, accident, or any other cause.



# CONTENTS

Copyright _____	2
Disclaimer Notice _____	3
Consulting a lawyer _____	5
Cost of hiring the lawyer _____	7
Specialist lawyers _____	9
Choose the right lawyer for you _____	11
Consultant-Client compatibility _____	13
Building long term relationships _____	15
Moving forward: make timely decisions _____	17





## CONSULTING A LAWYER

Your needs and preferences on how to solve your issue will depend on a number of factors that include: your location, your budget, your previous knowledge and experience, your time and how complex your situation is.

Finest Law provides legal services through a network of lawyers that would act for you, as legal consultants in the first instance, for 10-20 minutes, to help you decide whether or not you need to continue to hire a lawyer. The services are for applicants who genuinely need legal services and intend to take action based on the information they receive.

The consultation is an opportunity for you to obtain legal information and decide whether it is worthwhile for you to further seek further advice, or solve your issue using the information provided by your consultant to be able to choose another consultant that has expertise in your area of concern.

During your consultation, you can also obtain information about the rates charged for client services that are provided by the legal consultant and how their client services



agreements work. You can put these numbers into the budget you have reserved for your legal enquiry. However, be sure to base your consultation primarily on you gaining legal information how to proceed further, whether or not you decide to use the same lawyer.

The lawyers who offer services using the Finest Law platform, come from a wide range of backgrounds and experiences. The term 'lawyer' or 'legal consultant' is used here to include any of the following professionals: advocate, attorney, barrister, solicitor, judge, legal executive, mediator, paralegal, notary and licensed conveyors.

Many administrative tasks can be carried out by legal professionals. This allows more time for the licensed professionals such as solicitors to focus on the legal argument and its application to your situation. When you submit a legal enquiry asking questions e.g. about your status as an immigrant, or whether you would help to complete an application form or send a notice to another person, a legal professional (not necessarily a lawyer) can help you with this. This enables you to represent yourself to deal with your issue using the information provided to you.

When you submit your legal enquiry, your legal professional decides whether or not the enquiry requires greater depth of investigation. If you need further advice, legal advice, on how to proceed with the matter, then a licensed legal professional such as a solicitor or attorney will be the best person to instruct to act on your behalf to carry a further inquiry/investigation. Only legal professionals who have the appropriate current practicing certificates in your area, are allowed to give legal advice through a paid service under a client agreement with the provider.



## COST OF HIRING THE LAWYER

While in search of the right legal services, you should have it at the back of your mind that it also means cutting your coat according to your size, that is, getting one whose services are affordable for you. Thus, you should make enquiries with regards to the billing costs at your first or initial meeting with the legal consultant. Although the first consultation is chargeable, the consultant has the opportunity to waive the initial fee if you choose to sign up to their services.

Ensure that you also receive an estimate of what a possible case will cost to litigate in writing. You can secure a contract that will disclose all the total costs for your case in order to know what you are venturing into. The cost of your case depends on its nature. You may simply need a formal letter, or an application to be completed which require one simple payment. However, complex matters tend to be more time consuming and incur more fees.

Also, if the process involved in your case takes longer than you initially thought,

you will need to be informed beforehand of future payments required to resolve your issue. The consultant should also explain the total bill comprising fixed costs and any costs that are charged at an hourly rate. Therefore, you need to be confident that you can make secure payments directly to your lawyer if your lawyer is based long distance. (This includes overseas transactions.)

A good lawyer will be mindful of your capability for payment, based on your honesty, their client vetting and anti-money laundering policies. They will take the necessary measures to ensure that you are not faced with a financial commitment that you cannot meet. They need to do this to support you, protect themselves and any other innocent parties involved in the transactions.







## SPECIALIST LAWYERS

Your first instinct may be to choose a lawyer or legal consultant for your requirements who is local and has general skills- typically a high street lawyer. Alternatively, you can search online to find a lawyer who is available to take on your case.

Initially, you may prefer to focus your search on a lawyer that has dealt with some specific legal matters which is almost the same with your own case. Thus, you can do this by asking him what kind of cases he has litigated. The lawyer should also give you a brief background about their experience in your area of concern. They should also be familiar with the local laws and regulations in your area.

Also, you need to ask the lawyer what the chances are of you winning or losing the case. You should know that there are usually risks alongside almost every case. Thus, if you are not told of any risks concerning your case then ask about the risks yourself before you agree for this provider to act on your behalf.

Some areas of law that you could search for:

- Banking law

- Business law



## ARE YOU PROTECTED?

- Criminal law
- Contract law
- Divorce law
- Housing law
- Employment law
- European law
- Family law
- Immigration law
- Medical Law
- Music & Entertainment law
- Probate law
- Tax law

You may indeed want to choose a consultant who is local in your area but has general skills. The consultant can provide you with letters, small contracts, verify your identity to support applications, help complete your applications, and countersign documents for you. For example, if your first session discusses the requirement of a letter and its contents that you want to send to a recipient, your second booking could be the writing and delivery of that letter and it is posted or emailed to you. They can also refer you to a specialist, if the work you need done after that requires a separate practice licence.

Having a lawyer that you can trust is very important as implied earlier. This applies to all professionals. Indeed, hiring a lawyer that is well experienced in the particular field of law that you require for service is better for your confidence and is value for money. For instance, if you want to draft your Will, you can use an attorney with estate planning experience, if you are a party to a criminal case, you can use a trial lawyer to defend you or if you want to draft your divorce papers, a divorce attorney would be good for you. It makes sense and your consultant should communicate their experience and success history with you.

As a business owner, your lawyer should understand how your business works, the local regulations and maybe something about how the business makes profit or losses. It is often the case that some people spend a lot of time on the high street looking for lawyers who can take on their case. Finest Law provides an online platform to help you access legal services when you need it, rather than to feel frustrated about the availability of affordable legal services in your area.



## CHOOSE THE RIGHT LAWYER FOR YOU

All the lawyers on our website are vetted and they can provide details of their practice certificates or registration authority at your request. The legal consultants also display the areas of law that they would prefer to be consulted about. The initial consultation will also give you an idea of the compatibility between you and the consultant. The consultant will also be able to inform you whether your situation has a legal basis to pursue. Even though your case may not have a legal basis to pursue, given the right information, you should be able to resolve your issue by yourself or seek alternative services.

It is also important to consider the size of the firm you would be dealing with. If you hire a lawyer from a small firm, you receive all the attention you need and also the attorney representing you will take his time to handle your case. This could be different if you hire a lawyer from a big firm where the lawyers there have many cases and a lot of responsibilities to the firm and its partners may even draw their attention away from your needs, passing it to another colleague.



You should be mindful of the fees charged for services, especially if the billing is different depending on the status of the lawyer. You need to be clear about who is working on your case and how much you are prepared to pay if the case is passed onto another colleague. Never-the-less, a good reputable medium or large firm should have policies to ensure the competence in the delivery of outcomes for every client.

Regardless of the availability of large firms to take on small cases, large firms also have their advantages. This is because large firms are usually respectable and reputable for cases they have won and they have better resources in terms of money and man-power to research your case and to make it a success. It also depends on what your legal enquiry is about; a smaller firm (or even a freelance professional) may be more appropriate for your needs.

## CONSULTANT-CLIENT COMPATIBILITY

Based on your instincts, you can discover on your first meeting or conversation with the lawyer, whether or not he/she is well grounded in the law, detail orientated, well experienced and being responsive to your needs. You can start by asking questions like if it would be fine to contact them anytime, once the case is up and running, about any concerns you may have. If the lawyer hesitates to reply to such an idea or indicates that they may not be as responsive as you would like them to be, then it shows that you may have a hard time trying to express your thoughts and obtain answers you want during the whole case.

In addition, you can ask other questions related to the frequency of communication updates as regards the status of your case whether in writing or orally. You can also ask whether the lawyer will be the only person you would be communicating with or will your communication will be delegated to another lawyer or a paralegal.

Having a case to be heard in Court and not having a lawyer/legal consultant that is



responsive to your concerns is likely to be frustrating for most clients. Thus, you will need to establish your need for informative communication and the availability between the consultant and client; this also means prior notice should be sent to you when the consultant will be on leave or away from their desk for an extended period time.

Although clients prefer face to face communication most of the time, in the current climate where people benefit from the use of mobile, audio and video conferencing technology such as Skype, your ability to solve many of your issues and queries can be done over the phone and other technology. A five-minute call, especially as this is a freebie most of the time, saves time and further improves the communication and confidence between you and your consultant (as long as you don't abuse it). This can work very well, especially if your consultant is based long distance outside of your geographical area.



## BUILDING LONG TERM RELATIONSHIPS

If you feel that you have chosen the right lawyer for your circumstances, you also need to take steps to ensure that you have a good client relationship with your lawyer or consultant. You should provide the necessary information in a timely manner, and do not withhold information until you think it is the right time for you to release it; your lawyer will decide what information will be used and what time to use it. You need to be open, honest with full integrity. Lawyers are Officers of the Court and are also bound to operate in this way. You are able to check any complaints and disciplinary actions against lawyers through their registration details and through their society's complaints board.

Likewise, when the service has been completed and you do not wish to continue a long term relationship with your lawyer for any reason, your lawyer has an obligation to return your files to you or transfer to another lawyer in an efficient and timely manner. If you decide to build a long term relationship with your



lawyer for your future needs, your lawyer needs to keep your records safe and secure and give you the confidence that this is actually the case for your files. You can gain an insight into this by the quality of administrative service that you receive and sometimes even how the lawyer's office is organized.

On the Finest Law website, ([www.finestlaw.com](http://www.finestlaw.com)) lawyers must provide their registration details in order to sign up and provide the service to the members. It is good etiquette on your side to talk to your lawyer/ legal consultant, raise concerns through their complaints policy if you are dissatisfied with any part of their service. In this way, you will clarify issues, identify who was at fault or where mistakes were made. It is important to establish truth rather than side with your feelings to resolve situations.





## MOVING FORWARD: MAKING DECISIONS

Being able to choose the right legal consultant for you is going to be your first step if you want to achieve positive results. Knowing when to invest in a lawyer/consultant means you are using your money wisely and reducing the risk of losing a legal battle. You also know the difference between obtaining legal information and legal advice from the experts.

Don't delay this process until the last minute. You should always book an initial consultation and get legal information. Know your budget, get your facts ready and get your witnesses ready, but most of all, find someone who has the experience and the specialist knowledge required to orchestrate your entire case. This is the best way to ensure optimal results.

Never forget that the person on the other side of your legal issue/battle is also going to do everything in their power to succeed against you. This means that those who prepare for legal conflict faster are going to be the ones that get the upper hand.

If you are reading this, you have a concern that you cannot resolve, you have facts and correct information about any witnesses, then you know that the time to access legal services is now.



Book initial consultations and get legal information from a consultant to resolve your situation yourself or seek legal advice and/or legal action from the lawyers you choose.

