

NOTICE TO CONSUMER

DO NOT SIGN ANYTHING BEFORE YOU READ THIS PAGE

In the first conversation when you contacted the legal document assistant did he/she explain...

that *Legal Document Assistants* is not an attorney, and

***Legal Document Assistants* is not a law firm.**

***Legal Document Assistants* cannot represent you in court.**

***Legal Document Assistants* cannot advise you about your legal rights or the law.**

***Legal Document Assistants* cannot select legal forms for you.**

Angela Jones, owner of Legal Document Assistants, is registered in *Sacramento* County Registration Number 2016-01
To confirm that *Angela Jones* is registered, you may contact the *Sacramento* County clerk's office at: 916-874-6334

Choose one:

Yes, he/she explained.

No, he/she did not explain.

Date: _____

Signature: _____

Signature: _____



LDA PRO

**Legal Document Assistants
www.LDAPRO.com**

**3550 Watt Ave. Suite 140
Sacramento CA 95821**

(916) 620-2446
Contact@LDAPRO.com

**LEGAL DOCUMENT ASSISTANT
CONTRACT FOR SELF-HELP SERVICES**

This is a contract between Legal Document Assistants and you,

**_____ , for the self-help services described in
Part I below. I am the "legal document assistant" and you are the "client."**

IMPORTANT NOTICES

1. You should read and understand this entire contract before you sign it. You should understand the kinds of services that I can and cannot perform for you (see Part I below).
2. **I am not an attorney. I cannot perform the legal services that an attorney performs. I cannot engage in the practice of law.**
3. **The county clerk has not evaluated *or* approved my knowledge or experience or the quality of my services.**
4. I cannot keep your original documents if you request that I return them to you. I cannot keep your original documents if you and I do not sign this contract or if this contract terminates (ends) for any reason. I cannot keep your original documents after all the contract services have been provided (see Part I below). It is a violation of California law if I keep your original documents under any of these circumstances.
5. It is a violation of California law if I make any false or misleading statement to you.
6. I cannot obtain special favors from, and I do not have any special influence with, any court or any state or federal agency.
7. As required by law, I have filed a bond or made a cash deposit and have registered as a legal document assistant in each county where I will perform services on your behalf.

I. SELF-HELP SERVICES

Kinds of services that I can perform for you: I can perform the following self-help services for you in connection with a legal matter in which you are representing yourself: I can type or otherwise complete, as you specifically direct, legal documents that you have selected. I can provide you general published factual legal information that has been written or approved by an attorney, to help you represent yourself. I can provide you published legal documents. I can file and serve legal forms and documents as you specifically direct.

These are the only kinds of services that I can perform for you. I cannot provide you any service if you need additional services. If you need additional services, then you require the services of an attorney.

Kinds of services that I cannot perform for you: I cannot provide you any self-help service unless you are representing yourself in a legal matter and the self-help service relates to that legal matter.

I cannot engage in the practice of law. This means that I cannot give you any kind of advice, explanation, opinion or recommendation about possible legal rights, remedies, defenses, strategies or options that you may have. I cannot give you any advice, explanation, opinion or recommendation regarding selection of forms.

II. FEES AND EXPENSES

You agree to pay me the following fees, costs and expenses. Service of process includes 3 attempts. We will provide you all the following services (list all services for which the client is being charged): All pricing above includes only if your case is uncontested and will require a default motion. If the other party responds and this becomes a contested matter there will be additional fees and cost. An additional contract for services will have to be executed between parties herein or you may consult with an attorney to finalize your case.

Prepare, File, & Serve Uncontested Divorce with No Kids No Assets-

A. Initial Case - \$395

B. Existing Case - \$325 (If you already have a case number)

* Mandatory Court Filing Fee \$435 (Unless You Qualify For Fee Waiver)

You are paying me only for those services listed above and no others. It is unlawful for me to make any guarantee or promise to you unless it is written in this contract and unless I have a factual basis for making the guarantee or promise.

III. CANCELLATION

You may cancel this contract for any reason within 24 hours after we both have signed it.

If you cancel the contract, I must immediately refund any fees which you have paid me. The only fees that I may keep are fees for services which I have actually, necessarily and reasonably performed on your behalf during the 24-hour period. I cannot keep any fees for services performed during the 24-hour period unless you knew that I would perform those services and you expressly agreed in this contract that I would perform them.

To cancel this contract, send me a written notice stating that you are canceling the contract. Mail the notice by first-class mail with the correct postage, and send it to me at my address (see Part V below). Cancellation takes effect on the date of the postmark on the notice. You can also cancel

this contract by delivering a written notice of cancellation to my address within the 24-hour period.

You may also cancel this contract at any time if I:

- Fail to give you a copy of this contract before providing any services to you, or
- Fail to specify in the contract the services which I will perform and the costs of those services, or
- Fail to give you a copy of the contract in English and in any other language that you understand and that was principally used in any oral sales presentation or negotiation leading to execution of the contract.

If you cancel this contract for any of these reasons, I must immediately refund in full any fees which you have paid me.

You may also cancel this contract at any time if you have legal cause.

IV. ATTORNEY'S FEES AND COSTS ARBITRATION AGREEMENT

In the event of suit for damages arising from this contract or to enforce any of its provisions, the court may award the prevailing party his or her reasonable attorney's fees and costs. The venue for any disputes about this contract is the county where you live in California. Both parties agree to arbitration should any disputes about this contract arise.

V. DESCRIPTION OF THE PARTIES

Legal Document Assistant

Full Name: Angela Jones
Business Name: Legal Document Assistants 3550
Street Address of Business: WATT AVE SUITE 140,
City, State, ZIP: SACRAMENTO CA 95821
Telephone Number: 916-620-2446
Email: Contact@LDAPRO.com
LDA Registration Information: 2016-01

I have filed a bond in Sacramento County, California.

Client

Name of Client(s): _____

Street Address: _____

City, State, ZIP: _____

Best Phone Number(s): _____

Email Address(es): _____

Title or brief description of the legal matter in which the client is representing himself or herself:

Notices to Client

You may obtain information from the local bar association or a legal aid or legal services office regarding free or low-cost representation by a lawyer.

You may contact the local police, sheriff, district attorney or legal aid or legal services office if you believe that you are the victim of fraud, unauthorized practice of law or other injury.

(Client)

(Date)

(Client)

(Date)

THIS CONTRACT IS NOT VALID OR BINDING UNTIL THE LEGAL DOCUMENT ASSISTANT HAS GIVEN ALL CLIENT PARTIES A FULLY EXECUTED COPY OF IT, INCLUDING AN ACCURATE TRANSLATION OF IT IN ANY LANGUAGE OTHER THAN ENGLISH THAT THE CLIENT UNDERSTANDS AND THAT WAS PRINCIPALLY USED IN ANY ORAL SALES PRESENTATION OR NEGOTIATION LEADING TO EXECUTION OF THE CONTRACT.

Authority cited: The use of this contract is required by Section 6410 of the California Business and Professions Code. Reference: Sections 6401.6, 6402, 6405, 6408, 6409, 6410, 6411, Business and Professions Code. The standard form of this contract is mandated by the California Department of Consumer Affairs, California Administrative Code title 16, § 3950.

NOTE: I am a member of the California Association of Legal Document Assistants, Inc. (CALDA), which promotes and encourages high standards of ethical and professional conduct by its members. CALDA has a Dispute Resolution Process which is designed to resolve disputes between consumers and CALDA member LDAs. You may learn more about this process by visiting www.calda.org in the Board of Directors/"Code of Ethics" tab.

How did you find out about us?



LDA PRO

DISSOLUTION, LEGAL SEPERATION, ANNULMENT QUESTIONNAIRE

Check one: Type of Case:

- New Divorce
- Finish Existing Divorce
- New Legal Separation
- Finish Existing Legal Separation

Dissolution of marriage based on (check one, if applicable)

- Irreconcilable Differences (Family Code Section 2301 (a))
- Incurable Insanity (Family Code Section 2310 (b))

Nullity of Void marriage based on (check one, if applicable)

- Incestuous Marriage (Family Code Section 2200)
- Bigamous Marriage (Family Code Section 2201)

Nullity of Voidable marriage based on (check one, if applicable)

- Petitioner's age at time of Marriage (Family Code Section 2210 (a))
- Prior Existing Marriage (Family Code Section 2220 (b))
- Unsound Mind (Family Code Section 2220 (c))
- Fraud (Family Code Section 2220 (d))
- Force (Family Code Section 2220 (e))
- Physical Incapacity (Family Code Section 2220 (f))

Legal Separation based on (check one if applicable)

- Irreconcilable Differences (Family Code Section 2301 (a))
- Incurable Insanity (Family Code Section 2310 (b))

*Please Note: For existing cases, provide a copy of the Summons, Petition, Proof of Service of Summons, and any other documents filed with the court.

PETITIONER'S INFORMATION: (Person Filing)

Name: _____

Address: _____

How long have you had resided in current county? _____

How long have you resided in the State of CA? _____

Phone: _____

Do you want your personal address / phone confidential? _____

DOB: _____ Age: _____

*Please send a copy of your California Driver's License or Identification Card. Also, please send two most recent paycheck stubs, if applicable.

Active Military: Yes [] No []

Name & Address of Your Employer:

Your Occupation: _____

Gross Monthly Earnings: \$ _____

Do you receive AID? Yes [] No [] Includes any of the following: CalWORKS (AFDC), SSI, SSP, Food Stamps, General Relief (G.R.) OR General Assistance (G.A.) SSA, Disability, Pension, VA Compensation, Worker's Comp, Retirement, Unemployment

Highest year of education: _____

Total of minor children from other relationships you legally support? _____ Is

Wife currently pregnant? Yes [] No []

Total number of minor children born prior to marriage with spouse: _____

Has a Voluntary Declaration Of Paternity been signed? Yes [] No []

Is this an Agreed Divorce or Separation?

Yes [] My spouse and I expect to agree to the terms and conditions of our divorce.

No [] My spouse and I do not have an agreement and the proceeding may be contested. Previously filed for a Divorce of this marriage? Yes [] No []

Date of Marriage: _____ Years _____ Months

Date of Separation: _____

Do you want to return to your former name? (if applicable) Yes [] No []

If yes, what's your former name? _____

LIST ALL PERSONS / MINOR CHILDREN LIVING IN YOUR HOME AND THEIR INCOME:

Name	Child Birth Place	Age / Child DOB	SSN Child	Relationship	Gross Income

Do you rent or Own? _____

How much is your rent or mortgage payment? \$ _____

Current Employer Name: _____

Previous Employer Name (If Unemployed) _____

Dates of Employment (Start - End) _____

RESPONDENT'S INFORMATION:

Name: _____

Address: _____

How long have you had resided in current county? _____

How long have you resided in the State of CA? _____

Phone: _____

Do you want your personal address / phone confidential? _____

DOB: _____ Age: _____

*Please send a copy of your California Driver's License or Identification Card. Also, please send two most recent paycheck stubs, if applicable.

Active Military: Yes [] No []

Name & Address of Respondent's Employer:

Respondent's Occupation: _____

Gross Monthly Earnings: \$ _____

RESIDENCY REQUIREMENTS: (check applicable) Wife [] Husband []

Has resided in California for at least 6 months and in this county for at least 3 months.

CUSTODY ISSUES: (Decide how you wish to split custody of your minor children with your spouse.) **IF THERE'S NO CHILDREN INVOLVED SKIP THIS SECTION**

Legal (Legal Decisions) Petitioner [] Respondent [] Joint [] Other []

Legal Custody: Parent (s) have the right and responsibility to make decisions relating to the child's health, education, and welfare.

Physical (Residence) Petitioner [] Respondent [] Joint [] Other []

Physical Custody: Child lives with and be under the supervision of the parent, subject to the power of the court to order visitation for the other parent.

Primary Caretaker: Petitioner [] Respondent [] Joint [] Other []

Primary Caretaker: Often used instead of using the term "Sole Physical Custody" as it has a similar legal meaning but doesn't have the implication that only one parent has the child.

LOCATION OF YOUR CHILDREN FOR THE LAST 5 YEARS:

From – To	Person's Name	Address	Lived With

JOINT / COMMUNITY / QUASI – COMMUNITY PROPERTY

(Must be less than the amounts stated on page 1 and no real estate owned.)

[] Check here if there is no community property to divide.

DIVISION OF ASSETS: Please list how you would like your assets to be divided.

Indicate their estimated value. Please include:

Bank accounts and investments (checking, savings, IRA's, pensions, annuities, 401k, stock, bonds, etc. **Automobiles:** Autos, trailers, motorcycles, planes, boats, quads. **Household Items:** (household furniture, furnishings, appliances, linens, blankets, curtains, pictures, etc.) **Collector items** (coins, stamps, guns, antiques, art, etc.) **Other:** (Jewelry, tools, outdoor maintenance equipment, recreational, and camping supplies, etc.)

PROPERTY TO PETITIONER:

Description of Item	Value

PROPERTY TO RESPONDENT:

Description of Item	Value

DIVISION OF COMMUNITY PROPERTY DEBTS

(Do not include automobiles. Separate property debts does not apply.)

[] Check here if there are no debts to divide

CREDIT CARD, LOANS, AND ALL OTHER DEBTS:

Creditor Name	Type of Debt	Monthly Payment	Balance Owed	Acquired	Whose responsible?

SEPARATE ASSETS AND DEBTS OF EACH PARTY

(Specify assets and/ or debts acquired outside of the period of marriage.)

[] Check here if there is no separate assets or debts of each party.

List each party's separate assets (inherited assets or assets acquired prior to your marriage) and separate debts and indicate their value and / or amount owed. Describe in sufficient detail for itemizing in a Marital Settlement Agreement and include the following items: **Bank accounts and investments** (checking, savings, IRA's, pensions, annuities, 401k, stock, bonds, etc. **Automobiles:** Autos, trailers, motorcycles, planes, boats, quads. **Household Items:** (household furniture, furnishings, appliances, linens, blankets, curtains, pictures, etc.) **Collector items** (coins, stamps, guns, antiques, art, etc.) **Other:** (Jewelry, tools, outdoor maintenance equipment, recreational, and camping supplies, etc.)

PETITIONER'S SEPARATE ASSETS AND / OR DEBTS (DESCRIPTION)	VALUE (ASSETS ONLY)	LOAN BALANCE / AMOUNT OWED

RESPONDENT'S SEPARATE ASSETS AND / OR DEBTS (DESCRIPTION)	VALUE (ASSETS ONLY)	LOAN BALANCE / AMOUNT OWED

WAIVER OF COURT FEES: Do you qualify for a waiver of the court filing fee?

Visit <http://www.courts.ca.gov/documents/fw001.pdf>

Yes [] No []

If yes, do you want us to prepare a Fee Waiver Application and Order? Yes [] No []

LDA - NON ATTORNEY - AUTHORIZATION

I understand that the Legal Document Assistant (LDA) preparing my documents is NOT an attorney, cannot select forms and DOES NOT give legal advice. I hereby direct the Legal Document Assistant to type and perform certain services as outlined in the Contract for Services which has been executed regarding this matter. I further declare that the foregoing information which I have provided is, to the best of my knowledge, true and correct.

Date: _____ Signature: _____



LDA PRO

Credit Card Authorization Form

Name On Credit Card _____

Credit Card Type: VISA [] MASTERCARD [] AMEX [] DISCOVER []

CREDIT CARD INFORMATION

Account Number _____

Expiration Date _____

CVC Code _____

Billing Zip Code _____

Phone: _____

Email: _____

AUTHORIZATION OF CARD USE

Signature _____

Date _____

I hereby authorize LDA to charge my card in the amount of:

\$ _____

LDA PRO will prepare a Fee Waiver if you may qualify or a Superior Court Credit Card Authorization Form for \$435 Filing Fee, once we prepare your documents. This fee will be charged separately, upon filing your documents at the courthouse.