

MAXIMIZING THE ATTORNEY / CLIENT RELATIONSHIP

Use These Tips to Keep Fees Down and Improve Efficiency and Communication

1

Clarify Roles and Expectations

Ask what they expect of you
Share what you expect

Examples:

- What kind of communication is best?
- Duration of the process
- Working hours

2

Clear and Honest Communication

- There is rarely a case for with holding information
- Give your attorney every opportunity to help you

3

Ask Questions

Advocate for yourself by clarifying:

- Why is this important?
- How does this impact me?
- What else do I need to know?
- What are the pros/cons of this?

4

Use Them for Their Expertise

Your attorney is:

- A legal expert
- Able to offer professional advice

Your attorney is not:

- A therapist, coach, financial professional or mortgage broker



5

Be Organized and Prepared

Planning ahead will:

- Help you organize thoughts
- Come in with clear priorities
- Maximize your attorney's time
- Allow him/her to prepare responses

ADDITIONAL TIPS FOR SUCCESS

- Keep a running list of questions and send them together once or twice/week rather than sending a separate email for each question.
- Establish and keep professional boundaries. If you're struggling with the emotional toll of divorce, engage a therapist or coach for support.
- Don't make assumptions. Ask questions if you don't understand a decision or advice.
- Respect the professional relationships: pay bills on time and remember, your entire legal team (paralegals and assistants) is available to help.

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