

Looking for a Lawyer in a SLAPP Suit?

If you have been (or might be) sued and think it might be a Suit Against Public Participation (SLAPP suit), talk to a lawyer as soon as possible.



To learn about SLAPP suits, visit
www.TexasLawHelp.org/anti-SLAPP-actions
or scan this QR code.

You can complete this document and show it to a lawyer. To find a lawyer, call the State Bar of Texas Lawyer Referral Service, 800-252-9690.

Answer each question honestly and completely. The lawyer may have more questions for you and want you to provide additional material. Or they may have their own intake form. Answer all questions relevant to your situation. If a question does not apply to you, write "N/A" in the blank.

If you need more space to answer to any question you can answer it on a separate sheet. Refer to the question number to which the answer applies. Attach the sheet to this checklist.

Until you give this completed form to a lawyer, keep it safe.

What to Expect at Your First Meeting with a Lawyer

The first meeting is a chance for the lawyer to learn about your legal problem and explain what they may be able to do to help. The lawyer may not be able to give you a final answer at this meeting. There may not be enough time, or the lawyer may need more information or documents before giving legal advice.

If you decide to hire the lawyer, and the lawyer agrees to represent you, you will both sign a written agreement. That agreement explains what the lawyer will do and the terms of the representation.

If the lawyer is willing to represent you but you are not ready to sign the agreement, schedule another appointment as soon as you can. Or, talk to another lawyer right away to help protect your rights.

This worksheet is not a contract. You can give it to the lawyer to help them understand your case.

If your legal problem could lead to a lawsuit, do not wait too long. The law sets a deadline for filing lawsuits. This deadline is called the [statute of limitations](#). If you miss the deadline, you may lose your right to file your case.

These questions will help the lawyer to understand the reason for your consultation.
One of the following three outcomes is possible following your consultation:

1. You and the lawyer agree to the terms of representation and sign an agreement.
2. The lawyer declines representation.
3. You decide not to hire the lawyer.

Your Information

Name

My name is: _____
Print your name above.

Have you ever used a different name? (Check one) ☐ Yes ☐ No

If you have ever been known by a different name, please write down that name below:

Explain why you used this name. _____

When did you use this name? (List dates). _____
From To

Contact Information

Print your full address.

Write your email address above.

Write your phone number above.

Other Information About You

Your marital status: ☐ Married ☐ Single ☐ Divorced ☐ Widowed ☐ Separated

Drivers License or ID No. (last 3 digits): _____

Social Security No. (last 4 digits): _____

Where do you work? _____

Is it OK to contact you at work? ☐ Yes ☐ No If yes, phone: _____

If your mail is returned as undeliverable or telephone service terminated, please provide the name of someone (friend or relative) you believe will always know how to contact you.

Name: _____ Relationship: _____
Phone: _____
Address: _____
City, State, ZIP: _____

Your Social Media Profiles

Do you have any **social media** profiles? ☐ Yes ☐ No

Write out the name of the profile or handle and print out any materials that are the base of this underlying lawsuit or potential lawsuit. *Do not* delete your social media profiles. Talk to a lawyer about what you can and cannot do with your social media profiles.

- ☐ LinkedIn _____
- ☐ Facebook _____
- ☐ Twitter / X _____
- ☐ Instagram _____
- ☐ Yelp _____
- ☐ TikTok _____
- ☐ BlueSky _____
- ☐ Reddit _____
- ☐ Nextdoor _____
- ☐ Other _____

Who is suing you?

Who is suing you (or might sue you)? Explain who they are and what their relationship to you is.

Party: _____ Relationship: _____
Party: _____ Relationship: _____
Party: _____ Relationship: _____

The Texas Citizens Participation Act includes a way for the court to order the person suing you to pay your lawyers' fees. Giving prospective lawyers any information you have about the other side can help them determine whether this is realistic. Attach anything you find about the other party to this worksheet and bring it to your meeting.

- ☐ Look up the business on the Texas Secretary of State website.
- ☐ Look up the other side on the county appraisal district website. You can find a link to the correct appraisal district on the Texas Comptroller's website. If it is a business, look up the owner's name too.

Do they have any **social media** profiles? ☐ Yes ☐ No

Write out the name of the profile or handle. Print anything you think could help a lawyer evaluate your case—especially any posts that you think they’re suing you about—and attach the printouts to this worksheet.

- ☐ LinkedIn _____
- ☐ Facebook _____
- ☐ Twitter / X _____
- ☐ Instagram _____
- ☐ Yelp _____
- ☐ TikTok _____
- ☐ BlueSky _____
- ☐ Reddit _____
- ☐ Nextdoor _____
- ☐ Other _____

Lawsuit or Potential Lawsuit Information

Briefly explain what you want advice about or help with: _____

Have you been served? ☐ Yes ☐ No (If yes, attach a copy of the citation and petition).

Who is their lawyer? (Name, bar number): _____

If served: Have you filed an answer? ☐ Yes ☐ No (If yes, attach a copy of the answer.)

Are you involved in any other lawsuits now? ☐ Yes ☐ No (If yes please provide the cause number, county, court number, and names of the parties.)

Have any police reports been made? ☐ Yes ☐ No

If yes, please get a copy of the reports. Contact the public information officer with the law enforcement agency that responded.

Were any criminal charges filed? ☐ Yes ☐ No

Settlement Attempts

If you tried to resolve this matter without court intervention, describe settlement attempts below.

Urgency

Please classify your urgency in concluding this matter. (Check one)

- ☐ Critical: Personal safety or continuation of business depends on it.
- ☐ Very important: Severe hardship, personal or financial inconvenience if matter is not resolved quickly.
- ☐ Important: Matter interferes with business or personal financial stability.
- ☐ Needs to be done, but no immediate hardship in the interim.
- ☐ Just thought I'd see if it was worth pursuing, but I'm not counting on anything.
- ☐ Just want to know what my rights are.

If the matter involves money you are owed, how long can you wait before not getting paid? ☐ Days ☐ Weeks ☐ Months ☐ Years

Have you have talked to any other lawyers regarding this matter? ☐ Yes ☐ No

If applicable: Why didn't you hire the other lawyers? Explain below.

Have you ever been represented by an attorney before? ☐ Yes ☐ No

If yes: Please state the circumstances.

On the lines below, list any other papers that you think may help a lawyer understand the issue. Attach copies of the documents to this form.

1. _____
2. _____
3. _____
4. _____
5. _____

Other Parties

Are there any other parties involved? (Examples: friends, employers, neighbors, co-workers, people you have business relationships with, etc. This should include parties on either side of your issue.)

Name: _____	Role in case: _____
Name: _____	Role in case: _____
Name: _____	Role in case: _____
Name: _____	Role in case: _____