

PRIVATE CLIENT >

THE PARKER ARRENBURG CLIENT REGISTRATION SCHEME

We are very proud to introduce a scheme which we believe to be unique to Parker Arrenberg. Our Client Registration Scheme is a totally free of charge service that provides a range of genuine benefits to our registered clients.

The scheme is based on our desire to be more proactive with our clients and offer a fuller range of appropriate services. To achieve this, the Client Registration Scheme is questionnaire based, although it is important to emphasise that you are under no obligation to answer all, or even any of the questions. However, the more we know about you, the more we are able to provide 'best advice' and we are able to consider in more depth the areas that are appropriate and important for you the individual client.

The benefits to you of the Parker Arrenberg Client Registration Scheme are numerous



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QUICK ACCESS TO YOUR LAWYER

Simply quoting your name and registration number will enable us to immediately access your details and those of any matter in hand.

Client Registration Scheme Questionnaire

Please read this Questionnaire carefully. There is absolutely no obligation on you to answer any, or all, of the questions. You are asked to complete your name and address to be impertinent, and to provide certain information, please leave the answer to the relevant question blank. All information that you do provide will be held in confidence and used in accordance with the provisions of the Access to Information Act. The information you provide will be used to provide you with information on the services we can offer to you.

Your details

Title: Mr Mrs Miss Other (please specify)

First Name(s): _____
Surname: _____
Address: _____
Town: _____
County: _____
Home Tel: _____
Home Fax: _____
Home Email: _____
Mobile Tel: _____
Date of Birth: _____
Marital Status: _____
In Care of: _____
Is your spouse/partner/dependent client of Parker Arrenberg? Yes No

Your employment

If self-employed, please specify: _____
Limited Company: _____
Business Name: _____
Address: _____
Town: _____
County: _____
Postcode: _____
Month: _____ Year: _____

Parker Arrenberg Registered Client

In the event of an ACCIDENT or EMERGENCY please contact my Solicitor, quoting my Client Registration Number on: 1234 123456
My Client Registration Number is: _____

Web site: _____
If employed, position held: _____
Activity of the business: _____

Relationship to you: _____
If more than one dependant please use 'other' box and/or a separate sheet of paper.

Client Registration Scheme

PROACTIVE ADVICE

Because of the information you have provided us within your Client Registration Questionnaire we are able to be proactive on your behalf in the advice we give and the services we offer. We try very hard to consider our clients as people, with a range of needs rather than a matter in hand to be dealt with quickly.

IN DEPTH ADVICE

With more detailed knowledge about you we will be much better placed to advise you fully and promptly when dealing with any matter on your behalf, or considering matters that might arise in the future.

SAFE DOCUMENTATION

As a registered client of Parker Arrenberg you will

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benefit from knowing that all of your 'life's documentation' will be listed and its location indicated. This may include Wills, Trusts, Deeds, Life Policies, Share Certificates, Living Wills, Lasting Powers of Attorney etc.

AFFAIRS ASSESSMENT

Of particular importance is a registered client's entitlement to a free of charge preliminary discussion on any legal matter within a wide range of services provided by Parker Arrenberg. This meeting allows you to discuss matters with one of our lawyers in the knowledge that you will not be running up a bill until we have established that legal assistance is needed and that we can supply it to you. At that stage, we will provide an estimate of fees, either on a fixed fee basis or an hourly rate.

We believe that this 'affairs assessment' is a great opportunity for our clients to be wide ranging in the topics they wish to discuss and on which we can advise.

FREE OF CHARGE SEMINARS

From time to time we will hold seminars, the contents of which are of particular interest to certain of our clients. You will be told in advance of these seminars, which will be free of charge to registered clients

REGULAR NEWSLETTERS

The Parker Arrenberg Newsletter is designed to provide information about current legal situations and changes in the Law. It also covers aspects of both the work we undertake and the people who are here to serve you. Registered clients automatically receive each copy free of charge.

AFTER CARE SERVICE

Increasingly, it has become the practice of firms to charge for the storage and retrieval of clients files and legal documentations such as Wills and Property Deeds. As a registered client of Parker Arrenberg no charge will be made for the retrieval of files from storage and we will include a free discussion of matters concerned with the file that has been retrieved, should you wish. We also make no charge for the storage of Property Deeds.

SECURITY AND ASSISTANCE

An additional benefit of the registration scheme is security. Important contacts such as next of kin, doctor, bank manager, accountant, employer etc. can also be registered so that in the event of the unforeseen happening we will be able to assist those trying to help you.

A LITTLE PROMPT

Because of the registered information we will keep about you, we are able to 'prompt you' during any meeting with you, or by letter, should we believe action might be required. For example, making or updating a Will, establishing a Lasting Power of Attorney, considerations relating to Inheritance Tax Planning, issues affecting you as an employer or employee and of course, any potential litigious matter.

REGISTRATION CARD

Last, but certainly not least, each registered client is provided with a registration card, similar to a credit card. This, we would suggest, you keep in your purse or wallet at all times. It carries the message "In the event of an accident or emergency please contact my solicitor quoting my Client

Registration number", along with our telephone number. Whatever the circumstances, we are here to help you.

BECOMING A REGISTERED CLIENT

For further information, or to receive a Client Registration Scheme questionnaire, please contact our Client Registration manager, Kelley Thompson, who can be contacted during working hours on 0208 695 2330 or by post, fax or email.

With the Parker Arrenberg Client Registration Scheme, it is our aim to be a 'friend in an increasingly hostile and complex world'.

