Mid-Shore Pro Bono, Inc.
Closed Case Form

DATE: ______________

Attorney: ____________________________________________________________

CLIENT NAME: ______________________________________________________ DATE of Closure: ________

Case County: _______________________________________________________

Thank you very much for handling this matter. Your pro bono work represents a significant contribution to our program and our community. We would appreciate your completing this summary and returning it to Mid-Shore Pro Bono at your earliest convenience. We want to make sure we recognize your contributions to our program. We will use this information for our required reports to our funding sources and will track your hours to assist with your pro bono hours reporting every year.

Is this case closed in Case Search?
☐ Yes  ☐ No, case is still going on  ☐ No, however there is further action required by me

1. Legal Matter addressed: (divorce, custody) __________________________________________

2. Highest level of service provided – CHECK ONE:
   - ☐ Brief Advice, Information, Referral
   - ☐ Administrative remedies
   - ☐ Counseling
   - ☐ Judicial litigation
   - ☐ Document Preparation
   - ☐ Other appropriate remedies (please explain)
   - ☐ Negotiation

3. ________________________________________________________________

4. Major Benefit produced for client. Please summarize, in a sentence or two, what was achieved – for example “client obtained a divorce” or “prevented eviction of client from home.”

   Benefit: ______________________________________________________________________
   ________________________________________________________________________________

4. Number of people affected (typically # in household): ______________

5. Number of Pro Bono hours you contributed to this case: __________ Reduced Fee Hours ______

6. Would you represent this client again?  ☐ YES  ☐ NO.. If no, please explain briefly:

____________________________________________________________________________________

THANK YOU!!
Please return to Mid-Shore Pro Bono: info@midshoreprobono.org