

# TRIAL RESERVATION FORM

## ATTORNEY INFORMATION:

Attorney Name: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Firm: \_\_\_\_\_

Street: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: ( \_\_\_\_\_ ) Facsimile: ( \_\_\_\_\_ )

Email: \_\_\_\_\_

Case Name: \_\_\_\_\_

*Please reserve trial time as early as possible to avoid conflicts arising from late confirmations.*

### TRIAL RESERVATION:

A reservation fee of \$1,000 (non-refundable) is required, and must be received before a trial date can be confirmed. Confirmed reservations are contingent upon court demands and are therefore liable to rescheduling by either the retaining attorney or Robert W. Johnson & Associates. The reservation fee will be applied to any and all trial charges.

### TRIAL PAYMENTS:

Estimated charges for trial preparations, travel time, and other expenses over and above the trial reservation fee, are due and payable no later than 72 hours prior to trial time.

### RESCHEDULING:

Trial rescheduling may be done over the phone or in writing. There is no loss of reservation fee or prepayment if rescheduling is done within one year from the initial contact date.

### CANCELLATION CHARGE:

A cancellation fee of \$1,000 will be assessed if, for any reason, the testimony is cancelled within 3 business days of the scheduled date.

Designated Expert: \_\_\_\_\_

Desired Trial Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Time: \_\_\_\_\_

Amount Enclosed \$ \_\_\_\_\_ (\$1,000 for Trial Reservation)

The undersigned hereby engages Robert W. Johnson & Associates with respect to the above named case and on the terms and conditions stated above. This contract is made in Los Altos, California on the day and year written below. Should litigation be needed to collect any charges pertaining to this case, Robert W. Johnson & Associates shall be entitled to attorney's fees and all costs of collection in addition to principal and finance charges.

Retaining Attorney's Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

All fees and rates are subject to change without notice.

### Robert W. Johnson & Associates

4984 El Camino Real • Suite 210 • Los Altos, CA 94022  
650/494-2413 • 800/541-7435 • FAX 650/494-2454

Website: [www.rwja.com](http://www.rwja.com) • Email: [info@rwja.com](mailto:info@rwja.com)