

THE BEST QUESTIONS TO ASK YOUR SOBO & SOBO PARALEGAL

To learn more about the roles of a paralegal, [click here](#).

1 HOW WILL YOU BE HELPING ME AND MY ATTORNEY?

Depending on the specifics of a case, a paralegal's duties may change. They may be asked by their attorney to be more or less involved in the case, depending on what is needed to move your case forward. In your initial consultation, ask your paralegal team and attorney who does what. If you need help to organize any documents, records or evidence now is a good time to ask.

3 WHAT IS THE BEST WAY TO REACH YOU?

The most trusted and successful paralegals take pride in helping you understand the legal process you're involved in. Ask them what is the best way to get in touch. Do you prefer email, text messages, or telephone calls? In the off chance that your attorney is temporarily unable to connect with you when you have an urgent question or concern, your paralegal will most likely have the answer.

5 WHAT IMPORTANT DEADLINES SHOULD I BE AWARE OF?

Missing even a single deadline for paperwork can delay the progress of a case by weeks or even months. Paralegals are responsible for keeping you in the know about these important deadlines. We'll outline all the to-do's and their deadlines to avoid any hiccups in the process. Your case will go smoother if you can stay on schedule and your paralegal will lead you here.

7 WILL YOU HELP ME COLLECT EVIDENCE FOR MY CASE?

Attorneys and paralegals work together to gather and organize evidence for their clients' cases. From collecting witness testimonials of an incident, to gathering camera footage of an accident, paralegals know exactly the kinds of records and evidence to collect in order to prove your claim.

2 HOW OFTEN WILL YOU UPDATE ME ON THE PROGRESS OF MY CASE?

Our paralegals will keep in close contact with you throughout your legal process. Along with your attorney, your paralegals will contact you regarding any updates or changes to their cases to make sure everyone involved is on the same page. They may also check in to see how you are feeling, or to remind you of any paperwork they may need. We want you understand the process of your case and not feel overwhelmed.

4 HOW WILL YOU HELP PREPARE ME FOR TRIAL?

Unlike your attorney, your paralegal typically does not attend the trials of their clients. But they are almost always involved in helping you prepare for trial. They may secure, plan and arrange the logistics for witness testimony, prepare trial exhibits, and draft opening statements and closing arguments. Ask your paralegal team how they will be involved in your trial preparation so you know what to expect as you near your trial date.

6 HOW LONG WILL MY CASE TAKE TO COMPLETE?

One of a paralegal's primary duties is to act as a case manager for their attorneys. This means they will be able to provide you with an accurate estimate for how long it will take your case to reach a settlement—as well as the total compensation amount.

MY PARALEGAL'S NAME IS:

THE BEST NUMBER TO REACH MY PARALEGAL IS:

MY PARALEGAL'S EMAIL IS:

