

THE ALO IS RUN ENTIRELY BY VOLUNTEERS. IT MAY TAKE OVER A WEEK TO RESPOND TO YOUR INQUIRY.

# ARTISTS' LEGAL OUTREACH INTAKE FORM

**Alliance for Arts + Culture** T. (604) 681-3535  
Suite 100 - 938 Howe Street F. (604) 681-7848  
Vancouver, B.C. V6Z 1N9 E. legal@allianceforarts.com

## CONTACT INFORMATION

PLEASE TYPE OR PRINT CLEARLY.

<b>Name:</b>		<b>Date:</b>
<b>Street Address:</b>		
<b>City/Town:</b>	<b>Province:</b>	<b>Postal Code:</b>
<b>Phone (day):</b>	<b>Phone (evening):</b>	
<b>Email:</b>	<b>Website:</b>	

## LEGAL ISSUE

**Describe your legal issue using as much detail as possible. Provide copies of all relevant documents. Include names, dates, description of written and verbal agreements, etc. Please consider the following:**

- Is this an employment issue? If yes, describe your relationship with your employer/employee.
- Is this a contract issue? If yes, describe your relationship with your contractor/contractee, and provide a copy of the contract.
- Have you obtained legal advice from another lawyer? If yes, describe the advice given.
- If you are in FILM, please download and complete the additional Film Questionnaire.

## CONFLICT OF INTEREST

A lawyer may be unable to provide legal advice to you if he / she has a personal or professional conflict with any person or company related to your case. A conflict occurs if the lawyer (or his/her law firm) has previously dealt with other people or organizations involved in your case, or if the lawyer has personal information about you or the other parties.

**Please provide the names of any other parties involved in your legal issue:**

## PRIVACY

We respect your rights to privacy and confidentiality. This means we will keep all information provided by you confidential unless we have your permission to provide your information to a third party or we are required to under the law.

**NOTE** This request is for **summary legal advice only**. Applicants in need of legal representation or assistance beyond summary advice will be provided with a referral list of BC entertainment lawyers.

## RELEASE DATE AND SIGN THIS PORTION **AT YOUR APPOINTMENT, IN FRONT OF LAWYER**

I (the above-named "**Applicant**") do hereby remise, release and forever discharge the Alliance for Arts and Culture (the "**AAC**") and its officers, directors, employees, contractors and volunteers from all actions, causes of action, suits, debts, dues, sums of money, claims and demands whatsoever at law or in equity which I may ever have against the AAC or its officers, directors, employees, contractors or volunteers by reason of any matter, cause or thing whatsoever arising from and out of my attending an Artists' Legal Outreach (ALO) meeting at the offices of the AAC or my obtaining advice, information or materials during or in connection with an ALO meeting.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date Signed**