

IN ORDER TO COMPLY WITH THE REQUIREMENTS OF BAR RULE 7.3(c)(1),
PLEASE PROVIDE THE STATE BAR OF GEORGIA WITH THE FOLLOWING:

1. Proof of incorporation and a certificate of good standing from the Secretary of State. Foreign corporations should contact the Secretary of State's Office to register as a foreign corporation in Georgia and provide proof of such registration;
2. Copy of current business license (if required by locality);
3. Proposed contracts or agreements with counsel, including terms and subscription charges for service;
4. Names and addresses of lawyers who have agreed to be members of your referral service. If you do not have a list of members at this time, please provide the names and addresses within 30-days of your referral service being recognized by the State Bar. (*Failure to provide this required information within 30-days of your referral service being recognized may result in a revocation of that recognition.*); and
5. Copies of marketing or promotional materials, advertisements, and commercials.

Notification that your referral service is in compliance with the reporting requirements is usually issued within 2 weeks of you submitting the required information listed above. Recognition is valid until December 31 of the year in which you are recognized.

Renewal of your recognition is required each year. Renewal requests must include either an updated version of the required information listed above, or written verification that previously provided information has not changed. You should submit your renewal request on or before December 15 of the year in which you are recognized.

IMPORTANT NOTICE: Your lawyer referral service should refrain from making any referrals to Georgia attorneys until you have received written notification from the State Bar of Georgia that your service has been registered and recognized as complying with the requirements of Bar Rule 7.3(c)(1). This notice applies to newly recognized services and renewal.

Please forward the required documents to:

STATE BAR OF GEORGIA
104 MARIETTA STREET, NW
SUITE 100
ATLANTA, GEORGIA 30303
ATTN: JOHN SHIPTENKO