CHECKLIST

Working with your criminal solicitor: a practical checklist

- [ ] Request a solicitor immediately upon arrest and do not answer police questions until they arrive
- [ ] Gather and provide names and contact details for potential witnesses as soon as possible
- [ ] Attend every scheduled meeting and court hearing without fail
- [ ] Read all letters and documents your solicitor sends and respond to requests promptly
- [ ] Inform your solicitor immediately if your address, employment or circumstances change
- [ ] Ask questions when you do not understand advice or procedure
- [ ] Keep copies of all documents relating to your case in a safe place