

Mail Claim back to:

**CLIENTS' SECURITY FUND  
KENTUCKY BAR ASSOCIATION  
514 WEST MAIN STREET  
FRANKFORT, KY 40601-1812**

**CLAIM APPLICATION**

Please refer to the Q&A Brochure for further information about the Client's Security Fund. Note that, the Fund only considers losses caused by the dishonest conduct of the lawyer that have arisen out of or in the course of a lawyer-client relationship between the lawyer and the claimant. Losses incurred as a result of any negligent act of malpractice are not reimbursable (SCR 3.820(10)).

**INSTRUCTIONS:**

1. If you have a claim against more than one lawyer, use a SEPARATE claim form for each lawyer, with the details and relevant exhibits attached to each separate application. If you are filing more than one claim, do not combine your claim details or your exhibits into one document, or make a specific comment about a claim filed against another lawyer, or it will be returned to you. The Clients' Security Fund will not accept claims against law firms.
2. Send your application with an original notarized signature. Copies of your signature will not be accepted.
3. State specifically, on each individual claim, what the lawyer did or failed to do within the lawyer-client relationship which you believe constitutes dishonest conduct.
4. Provide the names, address and phone numbers of witnesses.
5. Attach COPIES of any receipts, contracts, proof of payment such as bank statements or checks, or other documents which are important to the claim to the back of each individual application. Keep your own original documents.
6. All documents which are important to the claim must be attached to this Claim Application even if same documents have been attached to any Complaint Form submitted to the Office of Bar Counsel.
7. Please do not bind your application. Type or write your claim legibly in black ink so it can be copied.
8. You may add more pages to this form if necessary.
9. Kentucky Supreme Court Rule 3.820-17 provides that this matter is confidential at this stage of the proceedings, until the Trustees authorize reimbursement to the claimant.
10. Kentucky Supreme Court Rule 3.820-15(d) provides that if you have made a claim or filed action to recover unreimbursed losses against the lawyer or any other entity which may be liable for your loss, you are required to notify the Clients' Security Fund Trustees of such action. If you commence such action after the Application is filed, you must also notify the Trustees.
11. The Kentucky Bar Association Office of Bar Counsel does not represent you in this matter, but acts to investigate claims on behalf of the Clients' Security Fund of the Kentucky Supreme Court.

Please print or type.

DATE: \_\_\_\_\_

YOUR NAME AND ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PHONE NUMBERS:

HOME: \_\_\_\_\_

WORK: \_\_\_\_\_

CELL: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

OCCUPATION: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_

**NAME AND ADDRESS OF LAWYER WHOSE CONDUCT CAUSED YOUR LOSS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PHONE #:** \_\_\_\_\_

1. **WAS YOUR LOSS CAUSED BY THE LAWYER’S DISHONEST CONDUCT OR FRAUDULENT CONDUCT?**  
\_\_\_\_\_ **YES** \_\_\_\_\_ **No**

2. **DID YOUR LOSS OCCUR WHILE YOU WERE A CLIENT OF THE LAWYER?**  
\_\_\_\_\_ **YES** \_\_\_\_\_ **No**

3. **A. HAS THE LAWYER REPAID ANY MONEY TO YOU?** \_\_\_\_\_ **YES** \_\_\_\_\_ **No**

**B. HAS ANYONE ELSE PAID YOU BACK, INCLUDING AN INSURANCE COMPANY, RESTITUTION FROM COURT ORDER, INDEMNITY OR BOND?**  
\_\_\_\_\_ **YES** \_\_\_\_\_ **No**

**C. WHAT AMOUNT WAS RECEIVED:** \$ \_\_\_\_\_

4. **ARE YOU A RELATIVE OF THE LAWYER?** \_\_\_\_\_ **YES** \_\_\_\_\_ **No**

5. **HAVE YOU EVER BEEN EMPLOYED BY THE LAWYER?** \_\_\_\_\_ **YES** \_\_\_\_\_ **No**

**IF YES, WHEN AND IN WHAT CAPACITY?** \_\_\_\_\_

\_\_\_\_\_

6. **A. AMOUNT OF YOUR LOSS:** \$ \_\_\_\_\_

**B. HOW DID YOU CALCULATE YOUR LOSS?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. **AMOUNT PAID DIRECTLY TO THE LAWYER (PLEASE ATTACH ALL PROOF, SUCH AS RECEIPTS, LETTERS, ETC.):** \$ \_\_\_\_\_

8. **A. WHEN DID THE LOSS OCCUR?** \_\_\_\_\_

**B. WHEN DID YOU DISCOVER THE LOSS?** \_\_\_\_\_



