

# REQUEST FOR LEGAL SERVICES

TO: COUNTY ATTORNEY'S OFFICE (AT01)

ATTENTION: Elizabeth Voss \_\_\_\_\_  
(CHECK ONE) Sandi Howard \_\_\_\_\_

FROM: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Name and Phone Number)

RETURN TO: \_\_\_\_\_ DIVISION: \_\_\_\_\_

BOARD AGENDA DATE: \_\_\_\_\_ COUNTY MANAGER ITEM: \_\_\_\_\_

PROJECT: \_\_\_\_\_

CSA/CONTRACT NUMBER: \_\_\_\_\_

MODIFICATION NUMBER: \_\_\_\_\_ CHANGE ORDER NUMBER: \_\_\_\_\_

TYPE OF AGREEMENT: \_\_\_\_\_

NAME OF CONSULTANT/CONTRACTOR: \_\_\_\_\_

*Please indicate any time limits and attach all necessary documentation.*

REQUEST IN DETAIL: \_\_\_\_\_

***Please review attachments for the Board Agenda date indicated and return APPROVED documents at your earliest convenience. THANK YOU.***

## For CAO Use Only:

Assigned Staff: \_\_\_\_\_ Log-In Date: \_\_\_\_\_

CAO Project Number: \_\_\_\_\_ Log-Out Date: \_\_\_\_\_