



What to Bring to a Legal Consultation

How to Prepare for a Productive Legal Meeting in Kentucky

Prepared by: Legal Ease Info Initiative

For: Kentucky residents, families, and incarcerated individuals

Purpose: Education & information only — not legal advice

WHY THIS DOCUMENT EXISTS

Legal consultations are often limited in time.

Whether the meeting is free, low-cost, or paid, preparation matters.

Many people leave consultations feeling:

- Rushed
- Confused
- Unsure what happens next

This guide exists to help you:

- Prepare before the meeting
- Bring the right documents
- Ask better questions
- Get more value from the time you have

You do not need legal training to use this document.

WHAT IS A LEGAL CONSULTATION?

A legal consultation is a meeting where you:

- Explain your situation
- Share documents
- Ask questions
- Learn what options may exist

The attorney may:

- Review your paperwork
- Explain procedures
- Identify issues or risks
- Discuss possible next steps

Important: A consultation does not always mean the attorney has agreed to represent you.

BEFORE THE CONSULTATION: HOW TO PREPARE

Take time to prepare before the meeting whenever possible.

Write Down a Short Timeline

Prepare a brief timeline of events, including:

- Dates of arrest, citations, or filings
- Court dates
- Important incidents or searches

This helps the attorney quickly understand the situation.

DOCUMENTS TO BRING (VERY IMPORTANT)

Bring copies, not originals, whenever possible.

Court Documents

- Court notices
- Orders signed by a judge
- Docket printouts
- Charging documents or citations

Law Enforcement Documents (if applicable)

- Police or incident reports
- Search warrants and affidavits
- Property inventory or seizure lists

Jail or Detention Records (if applicable)

- Booking sheet
- Release paperwork
- Call or mail logs (if relevant)

Identification

- Government-issued ID
- Jail identification (if incarcerated)

If you are missing documents, bring a list of what you do have and what you still need.

HOW TO ORGANIZE YOUR DOCUMENTS

- Arrange papers in date order
- Use labeled folders or envelopes
- Write your case number on every page
- Keep related documents together

Organization saves time and reduces confusion.

QUESTIONS TO PREPARE AHEAD OF TIME

Write down questions before the meeting.

- What are my immediate deadlines?
- What documents are still missing?
- What are my options right now?
- What happens next in the process?
- What should I avoid doing?

Bring the list with you and take notes during the meeting.

WHAT NOT TO BRING

- Unrelated paperwork
- Rumors or second-hand advice
- Social media posts or speculation
- Emotional arguments without facts

Focus on facts, documents, and questions.

DURING THE CONSULTATION

- Be honest and factual
- Answer questions clearly
- Ask for clarification if something is confusing
- Write down important instructions

If you don't understand something, say so.

AFTER THE CONSULTATION

As soon as possible:

- Review your notes
- Write down next steps
- Calendar deadlines
- Gather any additional documents discussed

Following up quickly can matter.

IF YOU ARE INCARCERATED

- Meetings may be limited or indirect
- Ask family or advocates to help gather documents
- Provide your case number clearly
- Document when requests are made

Preparation still matters — even from jail.

FINAL TIPS

- Bring more organization than you think you need
- Respect time limits
- Keep copies of everything
- Pair this guide with your Court Document Checklist & Organizer

IMPORTANT DISCLAIMER

This document is for educational and informational purposes only.

It does not provide legal advice and does not replace an attorney.

Court procedures may vary by county and case type.