

NORTH CAROLINA
_____ COUNTY

IN THE GENERAL COURT OF JUSTICE
DISTRICT COURT DIVISION
FILE NO: _____

STATE OF NORTH CAROLINA,
v.

(Client)

Waiver of Appearance

I hereby waive my appearance and authorize attorney Jon W. Welborn, from Welborn Law Firm, PLLC, to serve as my attorney to enter a plea on my behalf as he deems appropriate either to a reduced charge or to the original charge as said attorney determines is in my best interest. I also understand that any fine and/or court costs associated with said plea will be my responsibility to pay directly to the Clerk of Superior Court of the aforementioned county unless I have made arrangements with my Attorney otherwise.

Today's Date: ____ \ ____ \ ____ My full name: _____

My signature: _____

Mailing Address: _____

Birth Date: _____ Driv.Lic.No. _____ S.S. No. ____ - ____ - _____

Phone: _____ Email: _____

CREDIT/DEBIT CARD AUTHORIZATION - I authorize WELBORN LAW FIRM, PLLC, to charge me as follows:

Name of person for whom this payment is being made: _____

Type of Account (Please select one): ____ MasterCard ____ Visa ____ Discover

Acct. Number: _____ - _____ - _____ Security Code (back of card): _____

Name as Shown on Account: _____ (first) _____ (last)

Expiration Date _____ (month) _____ (year)

Printed name of Cardholder _____

Billing Address _____

Mailing Address (if different): _____

Preferred method of contact (phone/email/mail) _____

Phone: _____ Email _____

Authorized Amount (Attorney Fee) \$ _____ Authorized Amount (Costs/Fines) \$ _____

Signature of Cardholder _____ Date: _____

Please attach a copy of the front & back of the card used above. Pictures of this form and the card will suffice. Once form is complete, then you may email the picture / PDF to jon@attorneywelborn.com or fax to 336-751-0334.

Vote for which charity should receive the donation from Welborn Law Firm, PLLC

_____ Humane Society, Davie County

_____ Cancer Services Inc., of Winston-Salem

_____ Relay for Life, Yadkin County

_____ Hospice and Palliative Care of Iredell County

_____ Wounded Warrior Project

My name is _____

When payment is made please notify me at my email of _____

You want to hire Welborn Law Firm, what do you do next?

Once your fee has been quoted, then you decide how you wish to pay:

- 1) If by Credit/Debit Card then you may
 - i) Complete and return the enclosed credit authorization form by mail or email, or
 - ii) Call or come by my firm's location to provide the card information, or
 - iii) Online Payment by Card. Notify us (by phone, email, or website message) of your desire to hire us and to make online payment(s). We will authorize you as a user of the attorney / client portal. You will receive an email with a link to the portal where you can create a unique account. Then you will have access to all of the features previously detailed along with online invoice payment (total legal fee can be divided into smaller payments as we may have agreed upon)
- b) If by other forms of payment (check / money order / cashier's check / cash):
 - i) Mail payment to the address below
 - ii) Deliver payment directly to my firm
 - iii) *Cash payments are strongly suggested to be made in person to avoid the possibility of being lost in the mail or otherwise*
- 2) If desire for us to pay costs / fines, it is recommended that you authorize an amount higher than is estimated. We will not charge your card for this amount until the day of court when we know exactly how much the costs/fines are so you will not be charged more than the actual cost. (EX: Estimate is \$263.00 – then authorize \$300.00)
- 3) Complete and return "Waiver of Appearance" should you desire to request to not be required to appear on your court date.
- 4) Provide any other necessary documents that have been requested by us. (For example: proof of insurance settlement in cases involving accidents; proof of license restoration; etc.)

You have hired Welborn Law Firm, what should you expect now?

Once retained, you should expect top rated legal services from the beginning to the end of your matter.

- 1) Upon receipt of payment you will receive notice of the payment being received by way of letter, email, or attorney-client portal update notification message.
- 2) Upon receipt of other necessary documents, we will review and be in touch should additional information be recommended or otherwise required.
- 3) I will plan and prepare for your upcoming court date, keeping you informed with any updates about your case.
- 4) If we have previously agreed that entering a plea is in your best interests, then on your court date, I will appear and enter a plea of responsible for you on the same or similar reduced charge(s) so long as the prosecutor consents; I will pay costs/fine for you if you have pre-paid the estimated fees; I will notify you of the outcome of your case; I will provide you a copy of the receipt showing payment on your behalf of the costs/fine; and I will answer any questions you may have.
- 5) If we have previously agreed that a trial is in your best interests then we will discuss in detail the court process and what you may expect.