

Vermont Bar Association

Lawyer Referral Service Rules:

1. Panel members must agree to abide by the Lawyer Referral Service (LRS) rules, including an agreement to update referred cases within two weeks after receiving the request by email. Panel members should update their cases through their member portal on the Vermont Bar Association website (www.vtbar.org).
2. The annual membership fee shall be \$75.00 per individual attorney or \$350.00 for an entire law firm (5 lawyers or more).
3. Referred clients can be charged no more than \$25 for up to the first one-half hour of consultation.
4. When a referral becomes a paying client, the LRS member will remit a percentage fee to the Lawyer Referral Services of ten percent (10%) calculated on fees paid to the panel member over \$250. The LRS is intended to benefit the public. To better serve the public, panel members must carry professional liability insurance, \$100,000 minimum, be licensed to practice law in Vermont, be in good standing with the Vermont Supreme Court, and be a member of the Vermont Bar Association.

Lawyer Referral Service Procedures:

- a. Clients are informed that the attorney being referred in the area of law requested is not considered a “specialist” but has indicated a willingness to accept referrals in that area of law.
- b. There will be no fee charged by the LRS to the client requesting a referral. We ask the client whom we have provided a referral to inform the attorney’s office that the Vermont Bar Association’s Lawyer Referral Service provided the referral.
- c. The VBA LRS staff will periodically survey clients to assess the quality of the legal services to improve our services for both the public and the panel members.
- d. The Vermont Bar Association has an incoming toll-free number (800-639-7039), which can be found on our website, through internet search engines, in print, and digitally in the Yellow Pages, social media, etc. The Lawyer Referral Service is available online through the VBA website, 24-7.
- e. The Lawyer Referral Service is managed daily by the VBA’s Lawyer Referral Coordinator and directed by the VBA’s Executive Director.
- f. The fiscal year of the LRS will begin each year on April 1.

The term “specialist,” as so used, does not mean certified or self-proclaimed. The term is being used to designate attorneys who have indicated a preference for a particular field(s) of law.