

# KENNETH VERCAMMEN & ASSOCIATES, PC

## ATTORNEY AT LAW

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To: \_\_\_\_\_

Fax: \_\_\_\_\_

Date: \_\_\_\_\_

Type of Case: \_\_\_\_\_

Referral of \_\_\_\_\_

Sent By: \_\_\_\_\_ Time: \_\_\_\_\_

### REFERRAL OUT TO ANOTHER ATTORNEY

The above referenced individual has contacted me in a professional relationship. I have provided my client with your name and phone number as a referral. I am confident you can handle this matter in an efficient and courteous manner and provide excellent representation. Please advise me via fax whether this potential client contacts your office. **Please advise via fax if you are not contacted after four days. If appointment set, please fax back below.**

If I can ever be of service to you in the future, please do not hesitate to contact me. We welcome referrals for:

- Criminal
- Municipal Court & DWI
- Contested Probate and Estate Administration
- Litigation

Very truly yours,

KENNETH VERCAMMEN

Date and Time of Appointment: \_\_\_\_\_

Never Contacted our Office: \_\_\_\_\_

Canceled Appointment: \_\_\_\_\_  
[Referral out Another Atty fax]