



Accidents  
BURG & BROCK

CONSULTATION PREP SHEET

# What to Bring to Your Free Consultation

The eight items that turn a 30-minute meeting into a real case strategy.

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## A 30-minute consultation done right is worth six months of slow start

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The first meeting with a personal injury attorney is when the case strategy gets built. The more we have in front of us, the sharper the strategy. The eight items below cover what an experienced firm wants on day one. Bring what you have; do not delay the meeting because something is missing – we can request the rest.

The consultation is free and confidential. There is no obligation to retain Burg & Brock at the meeting, and our fee is contingent – meaning you owe nothing unless we recover for you.

### 1. The police or incident report

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The single most useful document. The report contains the responding officer's diagram, the parties' identifying information, witness names, citations issued, and (often) a preliminary fault narrative. Insurance carriers anchor their first evaluations to it.

If you do not have the report yet:

- Bring the **report number** and the agency that wrote it (CHP, LAPD, sheriff, local police).
- Most agencies post reports online 5 to 10 business days after the incident.
- Our office can pull it for you if you have not yet – but the number speeds it up.

### 2. Recent medical records and discharge papers

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Bring whatever you have, even if it is incomplete:

- Hospital discharge summary.
- Urgent-care or ER paperwork.
- Imaging results – X-rays, MRIs, CT scans.
- Physical therapy intake notes and progress reports.

- Any specialist referrals or surgical recommendations.
- A list of all providers you have seen and the dates you saw them.
- Current medications and dosages.
- Any work restrictions your doctor has put in writing.

If records are scattered across providers, a list of names and dates is enough; we can request the records under a narrow authorization (more on that in the medical-evidence guide).

### 3. Insurance correspondence

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Anything you have received from any carrier — yours, the at-fault driver's, your health insurer:

- Letters confirming claim numbers.
- The other carrier's adjuster name and phone number.
- Your own policy declarations page (the dec page lists your coverage limits, including UM/UIM).
- Voicemails or emails from any adjuster.
- Anything you may have signed (we want to see it before any further conversation with that carrier).

If you have given a recorded statement to anyone, tell us at the start of the meeting. Knowing what is on the record changes the strategy.

### 4. Photographs and video

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Pull every photo and clip from your phone, your dashcam, and your home or business security camera if relevant.

- Scene shots, debris, road conditions.
- Damage to all vehicles.
- License plates.
- Your injuries — at the scene and over the days that followed.
- Anything around the scene that supports your version of events (lights, signs, weather conditions).

If you have it on your phone, a quick AirDrop or Bluetooth transfer at the meeting works.

## 5. Witness contact information

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Names and cell phone numbers of anyone who saw what happened — even if the police already noted them. Witnesses move, change numbers, and lose memory fast. Bring:

- Full names where available.
- Cell phone numbers (better than landlines).
- Email addresses.
- A short note on what they saw, while it is still fresh in your own mind.

## 6. Pay stubs and proof of lost wages

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Wage loss is a real damage and it is documented through:

- Recent pay stubs (last 60 days minimum, last 6 months ideal).
- W-2 from last calendar year.
- Self-employed: last two years of tax returns and a 1099 summary.
- Employer letter confirming the days you were unable to work.
- Records of vacation, PTO, or sick leave used because of the injury.

If your employer is small and informal, a simple letter on company letterhead confirming dates missed and your hourly or salary rate is enough to start.

## 7. Prior accident and injury history (yes — be transparent)

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This sounds counterintuitive. It is the single most valuable form of honesty in a personal injury case. The defense will find prior accidents, prior injuries, and prior workers' comp claims through standard records subpoenas. If we know about them on day one, we plan for them. If we are surprised at deposition, the case is suddenly fighting on two fronts.

Bring:

- Any prior auto accidents — the year, the body part, whether you treated.
- Any prior workers' comp injuries.
- Any pre-existing conditions (degenerative disc, prior surgeries, chronic pain).
- Any previous personal injury claims, regardless of outcome.

California law allows full recovery for **aggravation** of a pre-existing condition (CACI jury instruction 3927). What we cannot recover for is what was already there. The earlier we know which is which, the cleaner the case.

## 8. Your written timeline of the incident

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Sit down for fifteen minutes before the consultation and write what happened, start to finish, in your own words. Include:

- Date, time, location, weather, lighting.
- What you were doing in the minutes before the incident.
- Speed, direction of travel, who was in the vehicle.
- The sequence of events at impact, in order.
- What was said by every party at the scene.
- What you did in the hours and days that followed — the medical, the conversations with insurance, the emails.

This document is privileged the moment we are retained. It will not be turned over to the defense. But it anchors your memory now, while the details are sharp, and that anchor protects you against the inevitable defense argument 18 months later that your story has shifted.

## What happens at the consultation

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In about thirty to forty-five minutes:

- Review the items above and identify any gaps.
- Walk through liability and the likely insurance picture.
- Identify the relevant statute-of-limitations deadlines.
- Discuss the realistic case path — settlement-likely vs. litigation-likely.
- Explain the contingency fee in plain language and put it in writing.
- Answer any questions you have, including the ones you have been afraid to ask.

If we are the right fit, we sign the retainer at the meeting and start work immediately. If we are not — different geography, conflict, case outside our scope — we say so and refer you to a firm that fits.

## How to schedule

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- **Phone: (888) 528-8595** — answered 24/7.
- **In person:** any of our seven offices, by appointment.
- **By video:** Zoom or Google Meet, same day if needed.
- **At your home or hospital:** if you cannot travel, we come to you.

We have offices in Los Angeles, Encino, Long Beach, Riverside, San Bernardino, Bakersfield, and Fresno. Bring this checklist, bring what you have, and our team handles the rest.

### Talk to a Burg & Brock attorney — free, confidential, no obligation.

Seven offices across California. We answer the phone twenty-four hours a day, seven days a week, and our fee is contingent — you owe nothing unless we recover for you.

**Call (888) 528-8595**

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