

CONSTITUENT ASSISTANCE FORM

NAME _____ DATE _____

ADDRESS _____

CITY AND ZIP _____

PHONE circle one: circle one:
home/work/cell _____ PHONE 2 cell/work/home _____

EMAIL ADDRESS _____

FEDERAL AGENCY INVOLVED _____
(e.g., Social Security, VA, Passport Agency, etc.)

IDENTIFYING NUMBER _____
(e.g., Social Security Number, case or claim number)

Please briefly describe the type of assistance you are requesting and attach copies of any documents related to your case.

I authorize the office of Congressman Brad Sherman to inquire on my behalf regarding my case and receive information relating to it. I understand that I am not required to make payment, in any form, for services rendered to me from the office of Congressman Sherman.

Signature _____

Date _____

Please return to:

Congressman Brad Sherman
5000 Van Nuys Boulevard, Suite 420
Sherman Oaks, CA 91403
Tel. (818) 501-9200
Fax (818) 501-1554
ca30bs.casework@mail.house.gov

The best way to return your completed, signed form is by scanning it, attaching it to an email, and sending it to ca30bs.casework@mail.house.gov. If that is not convenient, please fax your form to (818) 501-1554 or send it by mail to Congressman Brad Sherman, 5000 Van Nuys Blvd, Suite 420, Sherman Oaks, CA 91403.

Casework and Legal Services

The following information explains our office's role in helping to resolve constituents' problems with federal agencies, and how we work with attorneys to achieve that goal.

Legal Advice

The Office of Congressman Brad Sherman is not a law firm. **We cannot provide you with legal advice, nor can we substitute for a qualified attorney in any field of law.** We strongly advise you to consult an attorney about your problem in situations where the outcome can have a significant effect on your health, finances, immigration status, or that of a family member.

Most important problems will benefit from the advice of a qualified attorney in addition to the assistance we can provide. Some problems can *only* be resolved with assistance from an attorney. We find that we can be most effective in resolving problems when we work in conjunction with your attorney to find the best solution.

If you have an attorney, please be sure to include the attorney's name and contact information on your Constituent Assistance Form. If you would like help finding an attorney, we can provide you information on how to find a qualified attorney through the Los Angeles County Bar Association and the San Fernando Valley Bar Association. If you cannot afford a private attorney, we can provide you with a referral to non-profit organizations that provide free or low-cost legal assistance to individuals with low incomes.

How We Can Help

We have helped thousands of Valley residents resolve problems with federal agencies. We assist our constituents by bringing their concerns to the attention of Congressional Liaisons within federal agencies. Working with those liaisons, we can perform actions such as requesting information or status reports, urging prompt consideration of a matter based on the merits of the case, requesting review or reconsideration of a matter based on law or regulations, and facilitating communication between the constituent and the agency. We are most effective at resolving problems that arise from administrative errors and delays.

Certain rules, regulations, and laws establish limits about the help we can provide. We cannot instruct a government agency to reach a particular conclusion. Nor can we instruct a government agency to ignore the applicable law and regulations. We cannot intervene in or influence the outcome of cases that are under the jurisdiction of any court. We are also unable to intervene in matters under the jurisdiction of city, county, or state governments.

Privacy Waiver

We may need to reveal aspects of your matter in order to have the best chance to resolve your case effectively, to keep informed any advisor with whom you have put us in contact or who contacts us on your behalf, or to respond to press inquiries. You hereby authorize us to release information in the foregoing circumstances.

Acknowledged and received:

Constituent Signature

Date