



### Claimant Report Form

Before completing this form, please read “[How to File a Claim with ALIA’s Indemnity Program](#)” for important information about Alberta Lawyers Indemnity Association (“ALIA”), the claims process, and how this form and other information you share with ALIA may be used. Below, you will be asked to confirm that you have read and understood the information.

Notifying ALIA about a claim does **NOT** pause or extend the deadline for starting a lawsuit. You must follow the deadlines set by law, including the Alberta *Limitations Act*, to keep your claim valid.

Please return this form to ALIA with all documents and information that support your claim and show your financial loss. When ALIA receives your Claimant Report Form and supporting documents, it will confirm receipt. The review process can be complex and response times will vary. After the review, ALIA or its defense counsel will contact you or your representative. Please keep copies of this form and all documents and information you provide, as ALIA generally does not return such materials to claimants.

By submitting your information to ALIA, you agree to the collection, use and sharing of information. For more details, please refer to ALIA’s [Privacy Policy](#). ALIA may contact you to obtain additional information or to clarify what you provided. If you have any questions about how your information is collected, used or shared, please contact ALIA at [info@alia.ca](mailto:info@alia.ca) or 403.229.4716 or Toll Free at 1.800.661.1694.

#### YOUR INFORMATION

Name:		
Address:		
City:	Province:	Postal Code:
Daytime Phone:	Email:	
Do you have a new lawyer representing you?	Yes	No
If yes, please provide their contact information.		

**LAWYER INFORMATION – LAWYER YOU ARE MAKING THE CLAIM AGAINST**

Lawyer's Name:
Law Firm Name:
Lawyer's File Number (optional):

**CLAIM INFORMATION**

What legal service did you hire the lawyer to perform (e.g., selling a house, divorce, injury claim)?
When did the legal service start?
When did the legal service end?
What mistake do you believe the lawyer made? Please provide copies of all relevant information or documentation that show the mistake the lawyer made. You can attach a separate sheet if needed.
On what date do you believe the lawyer made the mistake?
On what date did you become aware of the alleged mistake?
What is the amount of the loss claimed? <span style="float: right;">\$</span>

How did the lawyer's alleged mistake cause you to lose the amount claimed? Please provide copies of all relevant information or documentation that show how the lawyer's alleged mistake caused you to lose the amount claimed. You can attach a separate sheet if needed.

## BRIEF SUMMARY OF THE CLAIM

Please provide a brief summary of the circumstances giving rise to your claim.

## SIGNATURE

I confirm the information in this form is true, and I have read and understand “[How to File a Claim with ALIA’s Indemnity Program](#)”. I also understand ALIA recommends I hire a lawyer to assist in submitting my claim.

Claimant’s Signature:

Date: