

Confidentiality Notice: Attorneys licensed in Pennsylvania take an oath to abide by the Rules of Professional Conduct. These rules require an attorney to keep consultations confidential, even if no official attorney-client relationship is formed. However, to protect yourself in matters of litigation, **please do not disclose confidential information in this application or in your initial interview with a VLA attorney** until you have confirmed that the VLA attorney has completed a conflict of interest check

FINANCIAL ELIGIBILITY FOR VLA ASSISTANCE

Your application for assistance will not be processed without confirmation that you meet the VLA income guidelines, have an arts-related legal issue and are located in the Greater Pittsburgh area. Legal assistance through VLA is available to individuals whose income is \$31,226 year or less; additional is allowed for each dependent. For VLA eligibility, your income includes income from Social Security, public assistance, unemployment and any other income-producing activity, whether or not generated from arts-related activity, for all members of your family or household.

I have enclosed a copy of my most recently-completed federal tax return or other acceptable confirmation of my income. Your application cannot be processed without confirmation of your income.

FEES & AUTHORIZATION

have enclosed the Application Fee (\$35 for GPAC Members **OR** \$50 for non-Members) The Application Fee can be paid via check or by credit card at <https://www.pittsburghartscouncil.org/bvavlafee>

I hereby affirm that the information contained in this application is correct and, to the best of my knowledge, complete. This questionnaire fully and accurately describes the problem(s) for which the within named individual requests assistance. I understand that:

- (1) Greater Pittsburgh Arts Council (GPAC)/VLA cannot guarantee that an attorney will agree to take on our request;
- (2) GPAC/VLA will not be responsible for the outcome of any request handled by a VLA Volunteer Attorney;
- (3) I am free to engage or decline any attorney who may offer to represent me;
- (4) the scope of any representation by a VLA Volunteer Attorney is limited to the above described problem as may be further defined in any subsequent engagement letter between VLA Volunteer Attorney and me;
- (5) The VLA Volunteer Attorney may withdraw from the engagement if I insist on taking action with which the attorney has a fundamental disagreement or is beyond the objectives of the representation;
- (6) GPAC/VLA does not make any representations or guarantees about the quality of legal services I will receive;
- (7) I will be advised by the VLA Volunteer Attorney, and not GPAC/VLA; and
- (8) I agree to promptly notify GPAC/VLA if I no longer require the services of a VLA Volunteer Attorney.

Greater Pittsburgh Arts Council funding sources frequently ask for documentation regarding who we have served. If it is determined that you are eligible for assistance, may we list your name? (Your answer does not affect your eligibility in any way.) yes no

Applicant Signature (please type if submitting by email)

Date

Submit by Email: Please save this document for your records, and email it as an attachment to Larry Castner at lcaster@pittsburghartscouncil.org.

Submit by Mail or Fax: Mail to the Greater Pittsburgh Arts Council - VLA, 810 Penn Avenue, Sixth Floor, Pittsburgh, PA 15222-3401, or fax to 412.394.4280.

Questions? Contact Larry Castn102er at lcaster@pittsburghartscouncil.org or 412.391.2060 x229.