

**NOTICE OF LIMITED APPEARANCE****Trial Court of Massachusetts  
District Court Department**

COURT DIVISION

CASE NAME *(Plaintiff/Petitioner v. Defendant/Respondent)*

V.

DOCKET NUMBER

PARTY FOR WHOM LIMITED REPRESENTATION TO BE PROVIDED

YEAR\*

COURT  
NUMBER

CASE TYPE\*\*

CASE NUMBER

\*e.g. "10", "11"

\*\*e.g. "CV", "SC"

**To the Clerk-Magistrate:**

Please enter my limited appearance for the above named and undersigned party in the above numbered court action. I acknowledge that I have executed a written agreement with this party to provide limited representation in this matter, as is described below. I also certify that I have served this Notice of Limited Appearance on all counsel and all parties not represented by counsel, and that I have completed an information session on Limited Assistance Representation required by Standing Order No. 1-11 of the District Court Department.

DESCRIPTION OF EVENT AND/OR PURPOSE FOR WHICH ATTORNEY AND CLIENT HAVE AGREED LIMITED REPRESENTATION TO BE PROVIDED (Include event date if known)

ATTORNEY NAME

B.B.O. NUMBER (Required)

ATTORNEY FIRM

Greater Boston Legal Services

TELEPHONE NUMBER

617-371-1234

STREET ADDRESS

197 Friend Street

EMAIL ADDRESS

CITY/TOWN

Boston

STATE

MA

ZIP CODE

02114

**X**

SIGNATURE OF ATTORNEY

DATE

**X**

SIGNATURE OF PARTY

DATE

**REVISED NOTICE OF LIMITED APPEARANCE****To the Clerk-Magistrate:**

Please enter a Revised Notice of Limited Appearance for the above named and undersigned party in the above numbered court action, filed with the informed consent of the party, changing or expanding the original terms of the limited representation in the manner described below. I certify that I have served this Revised Notice of Limited Appearance on all counsel and all parties not represented by counsel.

DESCRIPTION OF EVENT AND/OR PURPOSE FOR WHICH ATTORNEY AND CLIENT HAVE AGREED LIMITED REPRESENTATION TO BE PROVIDED (Include event date if known)

**X**

SIGNATURE OF ATTORNEY

DATE

**X**

SIGNATURE OF PARTY

DATE

**NOTICE OF WITHDRAWAL OF LIMITED APPEARANCE****To the Clerk-Magistrate:**

Please enter my Withdrawal of Limited Appearance for the above named and undersigned party in the above numbered court action. I certify that I have served this Notice of Withdrawal of Limited Appearance on all counsel and all parties not represented by counsel.

**X**

SIGNATURE OF ATTORNEY

DATE

**X**

SIGNATURE OF PARTY

DATE

**INSTRUCTIONS  
TO ATTORNEY**

Remember to retain a copy of the Notice of Limited Appearance you file with the court. This copy should be used in the event you file a Revised Notice of Limited Appearance, as well as when you later file your Notice of Withdrawal of Limited Appearance. When using the copy for either purpose, both you and your client must sign and date the copy you file with the court.