**Sample Pre-Plea Checklist**

**Immigration:**

\_\_\_ My client was born in the United States or is a naturalized citizen.

\_\_\_ My client is not a US citizen and I advised him/her of immigration consequences, as follows:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

\_\_\_ My client is not a US citizen and I worked with an immigration attorney to determine whether the terms or conditions of the plea could be changed to benefit my client.

**Drivers License:**

\_\_\_ My client does not have a Driver’s License.

\_\_\_ My client does have a driver’s license that will be affected by the plea. I advised:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

\_\_\_ My client’s license will not be affected by the plea.

**Other Legal Matters:**

\_\_\_ My client has no other open cases/ is not on parole or probation.

\_\_\_ My client has no criminal record. I advised him/her that a criminal record could:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**Student Loans:**

\_\_\_ My client is going to plead guilty to a drug offense but does not receive or intend to receive student loans.

\_\_\_ My client is going to plead guilty to a drug offense and receives or intends to receive student loans. I advised:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**Benefits:**

\_\_\_ My client does not receive any government benefits in any form, including housing.

\_\_\_ My client receives the following benefits: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. I informed my client that the plea could have/will have an effect on these benefits:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**Employment:**

\_\_\_ My client works for a school district, has a security license or is otherwise employed in an occupation that could be affected by a criminal conviction.

\_\_\_ My client’s occupation, even if currently unemployed, will not be affected by a criminal conviction.

**Mental Health:**

\_\_\_ My client has a mental illness but is competent to proceed.

\_\_\_ My client does not have a mental health history.

\_\_\_ My client needs to be examined for competency before taking plea.