



CITY OF NOVI

ASSIGNMENT TRANSMITTAL FORM
(For New Matter and Supplements)

Request No. _____
(Completed by TRS)

TO: **THOMAS R. SCHULTZ**
Johnson, Rosati, Schultz, & Joppich, P.C.
Phone: (248) 489-4100 Ext. 225 Fax: (248) 489-1726

FROM: **Cortney Hanson**
Victor Cardenas
Micheal Lohmeier

SIGNATURE: _____ **DATE:** _____

Name of Department: _____

General Name of Project at Issue: _____

New Matter: _____ Follow-Up on Ongoing Matter: _____

Specific Description of Legal Services Required (circle one or provide explanation)

Legal Opinion New Ordinance Ordinance Amendment

Agreement Review Agreement Preparation Freedom of Information

Litigation Need Letter Sewer and/or Water

Other: _____

Response Required By: _____

Contact at City: _____ Call for further discussion before starting: _____

Attorney(s) in firm who has(ve) been involved in: _____

Additional Information: