**Common Party Search Checklist - Internal Document**

When checking the names of a new client for potential conflict of interest, it is necessary to take your search beyond the names of your current and former clients. The list below suggests other parties that should be included in your search.

**ANCILLARY BUSINESSES CRIMINAL**

Name of any business in which a Client

 firm member has an equity interest or Victim

 director/officer role Witnesses

 Expert witnesses

**BANKRUPTCY** Co-Defendants

Client Potential Co-Defendants

Spouse

Client’s partners **DECLINED CLIENTS**

Client’s other businesses Person declined

Client’s family members Adverse parties, if known

Creditors Spouse, if known

**COMMERCIAL REAL ESTATE ESTATE PLANNING**

**BUSINESS/CORPORATE** Testator/Testatrix

Client Spouse

Owner/Spouse Children/Heirs

Key employees Devisees/Beneficiaries

Buyer Personal representative(s)

Seller Trustees

Partners/Shareholders

Directors/Officers **FAMILY LAW — DISSOLUTION**

Brokers Client

Lenders Spouse (former & current)

Any opposing party in a transaction Children

Parcel number/location/address Expert witnesses

Title insurer Witnesses (if any)

 Adverse family members

 Guardian ad litem

**LITIGATION** Related parties

Client Witnesses

Insured Experts

Plaintiffs

Defendants

**IMMIGRATION LAW**

Insurance carriers Client

Guardian ad litem Spouse (former & current)

Spouse Children

Witnesses (if any) Expert witnesses

Expert witnesses Witnesses (if any)

Co-Counsel Adverse family members

Co-Plaintiffs/Co-Defendants Guardian ad litem

Opposing counsel Employers

 Persons residing with client

**PATENT**

Client (by name and type of **RESIDENTIAL REAL ESTATE**

 products) Client

 Owner/Spouse

**Patent Prosecution:** Buyer

Subject matter of patent/trademark Seller

Inventors Brokers

Research & Development personnel Lender/Mortgage company

 (within reason) Any opposing party in a transaction

Assignees of patent/trademark Parcel number/locations/address

Affiliates, subsidiaries, parent & Title insurer

 holding companies

Graduate student assistants

Foreign patent agents **WORKERS COMPENSATION**

 Client

**Patent Litigation:** Employer

Client affiliates, subsidiaries, parent Insurer

 & holding companies

Opposing parties & affiliates (to the

 extent identifiable)

Opposing counsel

NOTE: This material is intended as only an example, which you may use in developing your own form. It is not considered legal advice and as always, you will need to do your own research to make your own conclusions with regard to the laws and ethical opinions of your jurisdiction. In no event will ISBA Mutual Insurance Company be liable for any direct, indirect, or consequential damages resulting from the use of this material.