# TABLE OF CONTENTS

# Chapter 1 TABLES A AND B: CROSS-REFERENCES OF THE COLORADO RULES OF PROFESSIONAL CONDUCT BEFORE AND AFTER THEIR REPEAL AND REENACTMENT TABLE A Table A shows the Colorado Rules of Professional Conduct effective January 1, 2008, on the left-hand column and correlates to its counterpart in the previous Colorado Rules of Professional Conduct effective January 1, 1993, and as amended up to 2007. TABLE B Table B shows the previous Colorado Rules of Professional Conduct effective January 1, 1993, and as amended up to 2007 on the left-hand column and correlates to its counterpart in the new Colorado Rules of Professional Conduct effective January 1, 2008.

### Chapter 2 1993 COLORADO RULES OF PROFESSIONAL CONDUCT, AS AMENDED

### **PREFACE**

### COLORADO MODEL RULES COMMITTEE

### PREAMBLE, SCOPE AND TERMINOLOGY

Preamble: A Lawyer's Responsibilities

Competence

Scope Terminology

Rule 1.1

### **CLIENT-LAWYER RELATIONSHIP**

Kuic 1.1	Competence
Rule 1.2	Scope and Objectives of Representation
Rule 1.3	Diligence
Rule 1.4	Communication
Rule 1.5	Fees
Rule 1.6	Confidentiality of Information
Rule 1.7	Conflict of Interest: General Rule
Rule 1.8	Conflict of Interest: Prohibited Transactions
Rule 1.9	Conflict of Interest: Former Client
Rule 1.10	Imputed Disqualification: General Rule
Rule 1.11	Successive Government and Private Employment
Rule 1.12	Former Judge or Arbitrator
Rule 1.13	Organization as Client
Rule 1.14	Client Under a Disability

	Rule 1.15	Safekeeping Property; Interest-Bearing Accounts to be Established for the Benefit of the Client or Third Persons or the Colorado Lawyer Trust Account Foundation; Notice of Overdrafts; Record Keeping
	Rule 1.16 Rule 1.17	Declining or Terminating Representation Sale of Law Practice
COUN	SELOR	
	Rule 2.1	Advisor
	Rule 2.2	Intermediary
	Rule 2.3	Evaluation for Use by Third Persons
ADVO	CATE	
	Rule 3.1	Meritorious Claims and Contentions
	Rule 3.2	Expediting Litigation
	Rule 3.3	Candor Toward the Tribunal
	Rule 3.4	Fairness to Opposing Party and Counsel
	Rule 3.5	Impartiality and Decorum of the Tribunal
	Rule 3.6	Trial Publicity
	Rule 3.7	Lawyer as Witness
	Rule 3.8	Special Responsibilities of a Prosecutor
	Rule 3.9	Advocate in Nonadjudicative Proceedings
TRANS	SACTIONS W	ITH PERSONS OTHER THAN CLIENTS
	Rule 4.1	Truthfulness in Statements to Others
	Rule 4.2	Communication with Person Represented by Counsel
	Rule 4.3	Dealing with Unrepresented Person
	Rule 4.4	Respect for Rights of Third Persons
	Rule 4.5	Threatening Prosecution
LAW F	TRMS AND AS	SSOCIATIONS
	Rule 5.1	Responsibilities of a Partner or Supervisory Lawyer
	Rule 5.2	Responsibilities of a Subordinate Lawyer
	Rule 5.3	Responsibilities Regarding Nonlawyer Assistants
	Rule 5.4	Professional Independence of a Lawyer
	Rule 5.5	Unauthorized Practice of Law
	Rule 5.6	Restrictions on Right to Practice
PUBLI	C SERVICE	
	Rule 6.1	Voluntary Pro Bono Public Service
	Rule 6.2	Accepting Appointments
	Rule 6.3	Membership in Legal Services Organization
	Rule 6.4	Law Reform Activities Affecting Client Interest
		$\boldsymbol{\varepsilon}$

TOC-2 (7/18)

### INFORMATION ABOUT LEGAL SERVICES

Rule 7.1	Communications Concerning a Lawyer's Services
Rule 7.2	Advertising
Rule 7.3	Direct Contact with Prospective Clients
Rule 7.4	Communication of Field of Practice
Rule 7.5	Firm Names and Letterheads

### MAINTAINING THE INTEGRITY OF THE PROFESSION

Rule 8.1	Bar Admission and Disciplinary Matters
Rule 8.2	Judicial and Legal Officials
Rule 8.3	Reporting Professional Misconduct
Rule 8.4	Misconduct
Rule 8.5	Jurisdiction

### HOW KNOWN AND CITED

Rule 9 Title—How Known and Cited

### 1993 COLORADO RULES OF PROFESSIONAL CONDUCT SUBJECT INDEX

### Chapter 3 **CBA ETHICS COMMITTEE FORMAL OPINIONS** 1EG Business cards and letterheads, 7/31/1953; withdrawn 2EG "Tax expert," 7/31/1953; withdrawn 1 Judge's involvement in private business venture, 5/28/1958; withdrawn 2 Judge's involvement in private business venture, 6/21/1958; withdrawn 3 Publications by lawyer, 4/11/1959; withdrawn 11/1989 4 Announcement cards implying specialty, 4/11/1959; withdrawn 7/24/1993 5 Announcement cards implying specialty, 4/11/1959; withdrawn 7/24/1993 6 Announcement cards for partnership, 4/11/1959; withdrawn 7/24/1993 7 Office sharing with collection agency, 4/11/1959; addendum issued 1995; withdrawn 12/14/1996; see Formal Opinion 98 8 Office sharing — "associates," 6/26/59; addendum issued 1995 9 Office sharing — "associates," 6/26/59; addendum issued 1995 10 Business card published in general newspaper, 6/26/1959; withdrawn 11 Law practice in combination with insurance sales, 1/11/60; addendum issued 7/24/93; withdrawn 10/17/2015 12 Title opinion for lending institution, disclosure to customer, 3/26/60 13 Office sharing — municipal judge, 3/26/60; revised 5/18/96 14 Attorney as city councilman, 3/26/60; addendum issued 1996; addendum issued 2009 15 Attorney listing in telephone directory, 8/19/1960; withdrawn

- 16 Fees as Guardian Ad Litem, 12/02/1960; withdrawn 1/25/1997
- Preparation of legal documents in real property sale, 1/20/61; addendum issued 1995
- Attorney as city councilman, 1/20/1961; addendum issued 1996, withdrawing this opinion
- 19 Lower fees may be improper solicitation, 3/17/1961; withdrawn
- Fee collection, 6/23/61; addendum issued 1995
- Fee to estate, 8/11/1961; amended 7/20/1962; addendum issued 1995; withdrawn by 1/20/2007. See C.R.S. § 15-12-721. The Ethics Committee is undertaking a review of the ethical issues.
- Recording conversations, 1/26/1962; addendum issued 1995; withdrawn 7/19/2003
- Representation of guardian for minor in personal injury settlement, 7/20/62; addendum issued 1995
- Offices on client's property, 7/20/62; addendum issued 1995
- Use of attorney's signature on collection case summons, 8/25/62; addendum issued 1995
- Real estate commission for attorney-executor, 9/28/62; addendum issued 1995; withdrawn 10/17/2015
- Attorney's partner as witness in lawsuit, 3/16/1963; withdrawn 1/25/1997
- **28** Letterhead; revised 4/28/73; revised 7/24/93
- Representation of seller, buyer or borrower by lawyer for financial institution, 1/18/64
- 30 Soliciting funds on letterheads, 6/6/1964; withdrawn 7/24/1993
- Publications, pending litigation, 6/6/64
- 32 Advertising candidacy for office, revised 3/11/1972; withdrawn 7/24/1993
- 33 Contributions, judicial campaign, 6/6/64
- 34 Advancement of living expenses for personal injury client, 3/27/65; addendum issued 1995
- 35 *Advertising, use of signs, 6/19/1965; withdrawn 7/24/1993*
- Advertising for title insurance business from law office, 6/19/1965; addendum issued 1995; withdrawn 12/14/1996; see Formal Opinion 98
- Announcements, transition from government service to private practice, 11/13/1965; withdrawn 7/24/1993
- Referral fees, 6/4/66; addendum issued 1995
- 39 Brokerage from law office, 7/15/1967; withdrawn 12/14/1996; see Formal Opinion 98
- 40 Accepting case handled by another lawyer, 2/3/68; addendum issued 1995
- 41 Practice of law and accounting, 2/3/1968; withdrawn 12/14/1996; see Formal Opinion 98
- 42 *Client newsletters, 5/10/1968; withdrawn 6/1987*
- Duty to insured, 12/13/69; addendum issued 1995

TOC-4 (7/18)

### Table of Contents

- 44 Lay witness fees, 2/14/1970; withdrawn 12/19/1998; see Formal Opinion 103
- Representation of client by part-time judge; revised 6/16/84; addendum issued 1996
- 46 Municipal attorney, representation of defendants, 2/20/71; revised 5/18/96
- 47 Attorney representation in dissolution of marriage, 2/26/72; addendum issued 1995
- 48 Representation of public body, conflict of interest, 6/3/72; revised 5/18/97
- 49 Announcement of lawyers' withdrawals or firm dissolution, 6/3/1972; withdrawn 7/24/1993
- Definition of associates as applied to lawyers, 11/29/72; addendum issued 1995
- *Announcements concerning qualifications, 11/29/1972; withdrawn 7/24/1993*
- 52 Spouse-attorneys representing clients, conflicts of interest, revised 12/13/75; addendum issued 1995; withdrawn 3/16/13
- 53 Successor lawyers and law firms, sale of practice, 6/29/1974; withdrawn 10/18/1997
- Fees charged in foreclosure or redemption, undated; addendum issued 1995
- Partnership which includes professional corporation, undated; addendum issued 1995
- Settlement of lawyer malpractice, withdrawal of grievance complaint, 3/22/80; addenda issued 1995 and 1998
- 57 Conflicts of interest, 3/21/81; addendum issued 1995
- Water rights, representation of multiple clients, 3/21/81; revised 10/14/95
- Legal services programs, 1/23/82; addendum issued 1995
- Duty with respect to client's incriminating physical evidence, 7/24/82
- 61 Legal assistants, 10/23/82; addendum issued 1995
- Duties of public prosecutor, release of defendant's civil claims, 11/20/82; revised 11/19/88; addendum issued 1995
- Lawyer's relationship with a traffic clinic, 2/19/83; addendum issued 1995
- Duty of attorney to report an ethical violation, 4/23/83; amended 6/15/96
- 65 Guidelines for opposing counsel contacting witnesses, 3/17/84
- Imposition of interest or finance charges on client accounts, 10/20/84; revised 10/5/16
- Contingent fee arrangement in child support and spousal maintenance cases, 3/16/85; addendum issued 1995
- Conflicts of interest: propriety of multiple representation, 4/20/85; amended 12/9/11
- Propriety of communicating with employee or former employee of an adverse party organization; 2010 revision; revised 11/18/17
- Juror communications, 9/21/85; addendum issued 1995
- 71 Ex parte communications with treating physicians; revised 9/21/85; addendum issued 4/18/92

- Recovery of attorney fee by lender using in-house counsel, 4/19/86; revised 1/19/91; addendum issued 1995
- 73 Contact with insurance adjuster, 5/17/86
- Lawyer newsletters, 7/26/86; addendum issued 1995
- 75 Spousal conflicts, 6/20/87; addendum issued 1995; withdrawn 3/16/13
- Lawyer advertising guidelines, 10/17/87; addendum issued 1995
- 77 Participation with medical-legal consulting firm: contingent fee, 3/19/88
- 78 Disqualification of the advocate/witness, 6/18/88; revised 6/18/94, 5/10/97, 10/20/12, and 2/20/13
- 79 Use of legal assistants in client representation, 2/18/89; addendum issued 1995
- Lawyer's duty to disclose mistakes in commercial closing, 2/18/89; addendum issued 1995
- 81 Lawyer's participation in prepaid legal service plans, 3/18/89
- Assertion of attorney's retaining lien on client's papers, 4/15/89; addendum issued 1995
- 83 Lawyer advertising, solicitation and publicity, 11/18/89; addendum issued 7/24/93; withdrawn 9/21/13
- Listing of support personnel names on letterhead and business cards, 2/26/90; addendum issued 1995
- Release and settlement of legal malpractice claims, 5/19/90; addenda issued 1995 and 1998
- 86 Use of subpoenas in civil actions and proceedings, 1/17/98; withdrawn 3/16/13
- Collaboration with non-lawyers in preparation and marketing of estate planning documents, 7/14/90; revised 12/14/91; addendum issued 1995
- **88** Use and misuse of "confidentiality walls," 5/18/91; amended 4/18/92; withdrawn 7/08
- 89 Office sharing and virtual offices, 9/21/91; revised and reissued 3/12/18
- Preservation of client confidences in view of modern communications technology, 11/14/92; revised 7/12/18
- Ethical duties of attorney selected by insurer to represent its insured, 1/16/93; revised 2/23/13
- 92 Practice restrictions in settlement agreements, 6/19/93
- *Ex parte* contacts with government officials, 10/16/93; amended 02/16
- Ethical duties relating to a client's property held by a lawyer in which a third party has an interest, 11/20/93; addendum issued 2006
- 95 Funds of missing clients, 11/20/93; withdrawn 5/21/16
- *Ex parte* communications with represented persons during criminal and civil regulatory/investigations and proceedings, 7/15/94; amended 3/17/12
- 97 Ethical considerations where an attorney or the attorney's partner serves on the board of a public entity, 6/17/95
- Ethical responsibilities of lawyers who engage in other businesses, adopted 01/17/15, superseding opinion 98 12/14/96
- 99 Use of credit cards to pay for legal services, 5/10/97

TOC-6 (7/18)

# Table of Contents

100	Use of conversion clauses in contingent fee agreements, 6/21/97
101	Unbundled/limited scope representation, 1/17/98; addendum issued 2006; approved 5/21/16
102	Use of subpoenas in criminal proceedings, 3/21/98
103	Propriety of compensating a non-expert witness in a civil action, 12/19/98
104	Surrender of papers to the client upon termination of the representation, 4/17/99
105	Opinion on temporary lawyers, 5/22/99
106	Referral fees and networking organizations, 6/19/99; revised 10/21/13
107	Third-party auditors, 9/18/99
108	Inadvertent disclosure of privileged or confidential documents, 5/20/00
109	Acquiring an ownership interest in a client, 5/19/01; annotated 6/20/09 and 8/6/15
110	Assertion of attorney's charging lien/security interest in property, 1/19/02; amended 5/19/02
111	Communicating with represented person for the purpose of providing a "second opinion," 1/19/02
112	Surreptitious recording of conversations or statements, 7/19/03
113	Ethical duty of attorney to disclose errors to client, 11/19/05; modified 7/18/15 solely to reflect 1/1/08 changes in the Rules of Professional Conduct
114	Responsibilities of respondent parents' attorneys in dependency and neglect proceedings, 10/14/06; revised 6/19/10
115	Ethical considerations in the collaborative and cooperative law contexts, 2/24/07
116	Ethical considerations in the dissolution of a law firm or a lawyer's departure from a law firm, $3/17/07$
117	Ethical responsibilities of attorneys in legal services and pro bono programs concerning prospective clients, 6/16/07
118	Handling of funds disputed after proper withdrawal from trust account, 2/12/08
119	Disclosure, review, and use of metadata, 5/17/08
120	Representing an organization as a party in a dispute, 5/17/08
121	Use of temporary lawyers and other professionals not admitted to practice in Colorado ("outsourcing"), 6/16/09
122	The applicability of Colo. RPC 7.2 to internet-based lawyer marketing programs, $3/20/10$ ; amended $10/16/10$
123	Candor to the tribunal and remedial measures in civil proceedings, 6/18/11
124	A lawyer's medical use of marijuana, $4/23/12$ ; addendum issued $12/10/12$ ; revised $10/19/15$
125	The extent to which lawyers may represent clients regarding marijuana-related activities, 10/21/13; addendum issued 10/21/13; withdrawn 5/17/14
126	Representing the adult client with diminished capacity, 5/6/15
127	Use of social media for investigative purposes, 9/15
128	Ethical duties of lawyer who cannot contact client, 10/17/15
129	Ethical duties of lawyer paid by one other than the client, 3/18/17

- Online posting and sharing of materials related to the representation of a client, 4/3/17
- Representing clients with diminished capacity where the subject of the representation is the client's diminished capacity, 9/13/17
- Duties of confidentiality of will drafter upon death of testator, 9/26/17
- Ethical duties of a lawyer who is a party to a matter speaking with a represented party, 10/27/17
- Ethics of preparing agreements for jointly-represented clients in litigation to make collective settlement decisions, 1/4/18
- Ethical considerations in the joint representation of clients in the same matter or proceeding, 2/20/18

### FORMAL OPINIONS TABLE OF AUTHORITIES

### FORMAL OPINIONS SUBJECT INDEX

# Chapter 4 COLORADO BAR ASSOCIATION ETHICS COMMITTEE INFORMAL OPINIONS

### **INFORMAL OPINIONS**

- A Group legal services; solicitation of contributions 9/13/70, 11/10/70; 1 *Colo. Law.* 41 (March 1972)
- **B** District attorneys; representation of criminal defendant; partners of district attorney 6/16/71; 1 *Colo. Law.* 47 (April 1972)
- **D** Legal service activities of non-profit organization 11/15/71; 1 *Colo. Law.* 47 (June 1972)
- F Recordings, attorney-attorney communications 12/4/71; 1 *Colo. Law.* 47 (March 1972)
- G Representation of suspended attorney's clients; fees 12/8/71; 2 *Colo. Law.* 14 (November 1972)
- I Office sharing with county attorney 10/10/72; 2 *Colo. Law.* 20 (February 1973)
- K District Attorneys; partnerships; letterhead 10/10/72; 2 *Colo. Law.* 27 (January 1973); revised 7/24/93
- L City Attorneys 10/11/72; 2 Colo. Law. 27 (January 1973)
- O Class actions; solicitation of professional employment 3/17/73; 2 *Colo. Law.* 25 (August 1973); revised 7/24/93
- P Prosecutors; plea bargaining 5/19/73; 2 Colo. Law. 25 (August 1973)
- R Patent attorney; letterhead 10/8/73; 3 Colo. Law. 53 (December 1973)
- S Attorney-client relationship; disqualification of attorney 10/29/73; 3 *Colo. Law.* 54 (December 1974)
- T Collection of attorney fees; withdrawal; attorneys' lien 11/17/73; 3 *Colo. Law.* 45 (February 1974)
- U Receipt of attorney fees from lending institutions Undated; 3 *Colo. Law.* 17 (March 1974)

TOC-8 (7/18)

# Table of Contents

V Attorney's negligence; duty to report to client — 4/27/74; 3 *Colo. Law.* 14 (June 1974)

W Part-time deputy district attorneys and county attorneys; location of private practice — 5/18/74; 3 *Colo. Law.* 354 (August 1974)

## **Chapter 5** ABSTRACTS OF RESPONSES TO LETTER INQUIRIES

LETTER INQUIRIES ABSTRACTS

TABLE OF AUTHORITIES

**SUBJECT INDEX**