## Notice by Lawyer/Law Firm to Financial Institution and Maine Justice Foundation (formerly Maine Bar Foundation) to Establish a <u>New</u> Trust Account (IOLTA)

<u>Purposes of Form</u>: Lawyers and law firms must use this form to notify Financial Institutions participating in Maine's Interest on Lawyer's Trust Accounts (IOLTA) Program and the Maine Justice Foundation (administrator of Maine's IOLTA Program) when a new Trust Account is established. This form authorizes Financial Institutions to disclose IOLTA records and information to the Maine Board of Overseers of the Bar, as required by Maine Bar Rule 6.

Instructions for Lawyers and Law Firms: This form must be completed and submitted by all lawyers and law firms opening a new Trust Account in Maine. Please: 1) Fill out the form. 2) Give the original form to the Financial Institution holding the Trust Account. 3) Send a hard copy or electronic copy of the form to Sherri Minoty, Maine Justice Foundation, 124 State Street, Suite 2, Augusta, ME 04330 or <a href="maintenance-minoty@justicemaine.org">sminoty@justicemaine.org</a>. 4) If you have questions, contact Ms. Minoty at the physical or email address or by phone at 207/622-3477.

Instructions for Financial Institutions: Please: 1) Remit all accrued interest (net of service charges, if any) monthly to the Maine Justice Foundation. 2) Use the Foundation's EIN # on the new Trust Account. 3) Comply with the Lawyer's Trust Account Overdraft Notification Agreement. 4) If you have questions, contact Sherri Minoty, Maine Justice Foundation, 124 State Street, Suite 2, Augusta, ME 04330 or <a href="mainto:sminoty@justicemaine.org">sminoty@justicemaine.org</a> or 207/622-3477.

**Financial Institution** 

To:

	Name		_	
	Address	Street or P.O. Box	_	
		City, State & Zip	_	
Fro	om: Lawyer or Lav	V Firm [hereinafter "the depositor"]		
	Name		Telephone	
	Address		Email	
		Street or P.O. Box	Bar Number	
		City, State & Zip		
<ol> <li>The account is established and governed pursuant to Maine Bar Rule 6. This means that interest will be accrued and paid in the same manner and at the same interest rate(s) applied to comparable accounts.</li> <li>The depositor authorizes the Financial Institution to disclose to the Maine Board of Overseers of the Bar all Trust Account records and information required by Maine Bar Rule 6(c)(3) and Rule 6(d).</li> </ol>				
3)	The depositor asks	depositor asks the Financial Institution to establish a new Trust Account by opening:		check one
	[ ] A new subac or	ccount in my existing Trust Account #		fill in existing account #
	[ ] A new Trust	Account #		fill in new account #
Au	thorized Signature b	y Depositor:		
Printed Name:			Date:	