

Private Admonition -- Board Case No. 5, 1993. Date of Sanction: July 28, 1993. Respondent represented a client in an insurance claim and subsequent attempt to reform the policy. Respondent failed to act on the reformation issue or to advise the client of Respondent's intent to withdraw as counsel. The representation was also undertaken pursuant to a contingency fee agreement which was not reduced to writing.

A private admonition was authorized by the Preliminary Review Committee of the Board on Professional Responsibility and was imposed with the consent of the Respondent for violations of **DLRPC 1.3** (lawyer shall act with reasonable diligence and promptness in representing a client), **DLRPC 1.4(a)** (lawyer shall keep a client reasonably informed about the status of a matter and promptly comply with reasonable requests for information), and **DLRPC 1.5(c)** (contingent fee agreement shall be in writing).