

AI Disclosure Template for Lawyers

[Law Firm Name]
AI Use Disclosure and Consent

1. Purpose of AI Use Disclosure

At [Law Firm Name], we may use artificial intelligence (AI) tools and software to support certain legal tasks in your matter. This disclosure is intended to inform you for what AI may be used, how it will be used, and how our attorneys maintain reasonable security and confidentiality at all times when using AI.

2. Types of AI Tools and Tasks

You acknowledge that we may use AI technologies developed either internally or by third-party providers for support on tasks that may include, but are not limited to:

- Legal research and case law summarization
- Drafting preliminary versions of documents
- Analysis or categorization of information
- Administrative tasks such as summaries of long transcripts

AI is not used to provide legal advice, make legal decisions, nor allowed to operate independently.

Examples of tools: [List specific AI tools your firm uses, if applicable]

3. Attorney Oversight and Responsibility

All AI-assisted work is reviewed, supervised, and approved either by an attorney or trained employees under the supervision of an attorney. Attorneys remain fully responsible for:

- Legal judgment and decision-making
- Accuracy of work product utilized in the course of your representation
- Compliance with professional and ethical obligations

AI does not replace attorney involvement at any stage of your matter.

4. Limitations of AI Tools

AI tools may assist with certain tasks but do not replace human legal judgment. All outputs produced with AI assistance are reviewed and verified by qualified members of our legal team before they are relied on in legal advice, filings, or client communications.

5. Confidentiality and Data Security

We recognize the importance of protecting confidential client information. This firm takes reasonable precautions to ensure your information remains confidential.

Any AI tools used by our firm operate within secure systems designed for legal work. Client data is:

- Not shared with public or consumer AI tools
- Not contributed to open data pools
- Not used to train general-purpose AI models

We do not use consumer or social-media-based AI tools (such as public chatbots or social platforms) for client matters. All AI systems used meet our standards for privacy, data protection, and professional responsibility.

6. Fees and Billing

You will be billed for time spent by attorneys and staff in delivering services, including time spent in review and use of AI-assisted work. Our billing practices remain consistent with our standard engagement agreement.

7. Your Consent

By signing this disclosure, you authorize us to use appropriate AI tools in the handling of your matter under the conditions outlined above. You may withdraw consent in writing at any time.

You may consult with separate counsel before signing this disclosure.

Client Acknowledgment

I have read and understand this AI Disclosure, and I consent to the use of AI tools as described.

Signature: _____

Name (printed): _____

Date: _____

Note: This template is provided as a general example of how a law firm might disclose its use of AI tools to clients. It is intended for informational purposes only and should not be considered legal advice.