



MEMORANDUM

**To:** Staff, Interns, and Volunteers  
**From:** Executive Director  
**Subject:** SOLICITING BUSINESS FOR ATTORNEYS (CAPPING)

Please be advised that it is illegal for any Staff, Intern, and/or Volunteer affiliated with CII to Solicit business at any time for attorneys. Soliciting business for any attorney (i.e., to act as a runner or capper) is illegal under Sections 6151, 6152, and 6153 of the Business and Professional Code of the State of California, which provide:

**SECTION 6151:**

As used in this article:

- (a) A runner or capper is any person, firm, association or corporation acting in a manner or in any capacity as an agent for an attorney-at-law whether the attorney is admitted to California or any other jurisdiction, in the solicitation or procurement of business for such attorney-at-law as provided in this article.

An agent is one who represents another in dealing with one or more third persons.

**SECTIONS 6162:**

“It is unlawful for any person, in his individual capacity or in his capacity as a public or private employee, or for any firm, corporation, partnership or association to act as a runner or capper for any such attorney or to solicit any business for any such attorney in and about the state prisons, county jails, city jails, city prisons, or other places of detention of persons, city receiving hospitals, city or county receiving hospitals, superior courts, or in any public street or highway or in and about private hospitals, sanitariums or in and about any private institutions or upon private property of any character whatsoever.”

**SECTIONS 6153:**

“Any person, firm, partnership, association, or corporation violating any of the provisions of this article is guilty of a misdemeanor, and is punishable by fine not less than one hundred dollars nor more than five-hundred dollars, and by imprisonment for not less than one month nor more than six months, or by both such fine and imprisonment.

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**“Any person employed wither as an officer, director, trustee, clerk, servant or agent of this State or any county or other municipal corporation or subdivision thereof, who is found guilty of violating any of the provisions of this article, shall forfeit the right to his office and employment in addition to any other penalty provided in this article.”**

**You are advised that any violation of the above and/or failure to report any violation of which You have knowledge to your immediate supervisor, is possible cause for dismissal from CII.**

**REPORTING CAPPING:**

**You are instructed to report any capping activities which you observe to your supervisor.**

**I hereby acknowledge that I have read and fully understand the above and have received a copy hereof.**

**Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

**cc: Personnel File**