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January 11, 2001

Certified Mail - R.R.R. and Regular Mail

Angela C.W. Belfon
125 Broad Street, Suite 1010
Elizabeth, New Jersey 07201

Re: In the Matter of Angela C.W. Belfon
Docket No. DRB 00-157
LETTER OF ADMONITION

Dear Ms. Belfon:

The Disciplinary Review Board has reviewed your conduct in the above matter and has concluded that it was improper. Specifically, in or about July 1994, you were retained by Allyn Felder-Tewfik to file a suit against the funeral home and cemetery that handled her mother's burial. Despite your duty to represent your client's interests diligently, you made no attempt to move the case forward until September 1996, when you sent Felder-Tewfik a letter requesting an additional retainer, which she paid you. In October 1997, the matter was arbitrated. Felder-Tewfik agreed to accept \$1,500 in settlement of her claim against the funeral home. You never turned over those funds to her, however. You also failed to keep her informed about the status of the case and to return her telephone calls. Your conduct was unethical and in violation of RPC 1.1(a), RPC 1.3, RPC 1.4(a), RPC 3.2, and RPC 1.15(b).

In imposing only an admonition, the Board considered that your battle with multiple sclerosis was at least partially responsible for your misconduct in this matter.

The Board also determined to require that you disburse forthwith to Felder-Tewfik the \$1,500 deposited in your trust account as a result of the arbitration award.

I/M/O Angela C.W. Belfon

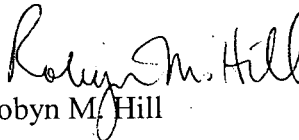
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Your conduct adversely reflected not only upon you as an attorney, but also upon all members of the bar. Accordingly, the Board has directed the issuance of this admonition to you. R. 1:20-15(f)(4).

A permanent record of this occurrence has been filed with the Clerk of the Supreme Court and the Board's office. Should you become the subject of any further discipline, it will be taken into consideration.

The Board has also directed that the costs of the disciplinary proceedings be assessed against you. An affidavit of costs will be forwarded under separate cover.

Very truly yours,


Robyn M. Hill

RMH:ms

c. Chief Justice Deborah T. Poritz
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District XII Ethics Committee
Allyn Felder-Tewfik, Grievant