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Attorneys who “share” office space, secretarial help and other facilities should keep several ethical considerations in mind. They should not hold themselves out as in partnership with those with whom they are not in fact partners. Consequently, office signs, letterheads, professional cards and the like should not create the impression of a partnership. The use of “associates” is also not proper in office-sharing situations. The arrangement of offices should be such as to belie the impression of a partnership.

Nonpartner attorneys sharing offices must also observe prohibitions against conflicts of interest. The rule that when an attorney may not accept employment because of a conflict of interest no one else in her/his firm may accept the employment extends to attorneys sharing office facilities.