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# - subscription legal services -

Our Subscription Plans are a great way for our small business clients to get answers to business or legal questions as needed, without having to worry about the time-clock ticking and high hourly fees.

Whether it's a compliance issue, a cease and desist letter, a commercial lease that you'd like reviewed, or a dispute with a client, you can pick up the phone or send an e-mail and get a quick response (if possible) from your attorney.

Our higher-level Subscription Plans include additional services such as document review, contract drafting, business correspondence, and research.

All of our Subscription clients receive a discount on all other business or legal work completed during the subscription period. In addition, if you pay for a 12-month subscription period in advance, you'll receive one month free.

Fair-trade, socially responsible, non-profit and sustainable businesses, as well as businesses promoting the welfare of animals, receive 20% off all subscription services.

### micro business subscription - \$300/month

✓ 1.5 hours of telephone communication per month

- √ 6 monthly email exchanges
- ✓ Review of 1 basic\* business contract every quarter, with written comments
- √ 10% off legal fees outside subscription

#### small business subscription - \$650/month

- √ 4 hours of telephone communication per month
- √ 12 monthly email exchanges
- ✓ Review of one basic\* business contract per month, with written comments
- ✓ Draft one basic business contract every two months
- √ 15% off legal fees for services outside of subscription

#### medium enterprise subscription - \$1,200/month

- ✓ Initial 2-hour Small Business Audit consisting of review and assessment of legal and regulatory issues, with written report
- √ 6 hours of telephone communication per month
- ✓ Unlimited monthly emails
- Review, edit or draft 2 basic\* business/legal letters per month (up to 1 hour of legal research required)
- ✓ Review of 3 basic\* contracts per month, with written comments
- ✓ Draft one contract every two months
- Monthly status reports and/or recommendations to management, as required
- ✓ 15% off legal fees for services outside of subscription

# large enterprise subscription - \$2,500/month

✓ Initial 2-hour Small Business Audit consisting of review and assessment of legal and regulatory issues with written report

- √ 8 hours of telephone communication per month
- ✓ Unlimited monthly emails
- Review, edit or draft 6 basic\* business/legal letters per month (up to one hour of legal research required)
- ✓ Draft one contract per month
- ✓ Review 5 basic\* contracts per month with written comments
- Monthly status reports and/or recommendations to management as required
- √ 15% off legal fees for services outside subscription

## unlimited enterprise subscription - \$7,500/month

- ✓ Unlimited phone calls and e-mails
- ✓ Unlimited in-person meetings
- ✓ Unlimited contract review and drafting
- ✓ Unlimited legal research and opinion letters
- ✓ Unlimited counseling and status reports
- ✓ Unlimited travel
- ✓ Minimum subscription period of 3 months
- \* "Basic" documents are those that require up to 1.5 hours of legal research.

Tasks requiring more than 1.5 hours of legal research are not considered "basic," and as such, fall outside of the scope of our subscription program. Depending on the complexity of the issues involved, these services can either be purchased at our fixed fee rates, or will be subject to the firm's general hourly rate.

Any services falling outside of the subscription program require the execution of a separate, written agreement of the Client and the Firm.