



The Small Business PlanSM

No billable hours. Just a simple flat rate.

The Problem

Does this sound familiar? You call a lawyer to ask a simple question, then unexpectedly receive a huge bill a few weeks later. After an experience like that, it's hard to pick up the phone the next time you have a legal question.

We regularly represent clients in matters involving intellectual property issues, customer and vendor relations, contract and licensing needs and business growth issues. While the legal needs may be similar from large to small companies, the legal budgets vary greatly from top to bottom. At hourly rates, you can easily pay \$1000 or more to have a law firm address a simple legal matter for your business. At those prices, it's not surprising that small business owners cut corners and try to solve their own legal needs, often with disastrous results.

The Solution

We want you to come to us with your questions as soon as they arise, rather than allowing them to grow into a legal disaster. That's why we've developed The Small Business PlanSM – so you can feel free to call us any time you need.

The Small Business PlanSM is designed with small business owners' budgets in mind. A one-time initial retainer and then a flat monthly retainer thereafter cover the day-to-day legal services you need to help ensure that your time is best spent on managing your business.

The Cost

Initial Retainer	\$750 one time
Monthly Retainers	
Single Member Business	\$250/month
2-3 Member Businesses	\$350/month
4-5 Member Businesses	\$450/month
6-10 Member Businesses	\$750/month

The Services

Advice and counseling on any general legal matter related to your small business, including:

- Advice on and formation of the legal entity that's right for your small business, including all necessary formation documents
- Registered agent services for your small business
- Preparation of corporate minutes and resolutions, and assistance in meeting other corporate housekeeping requirements
- Review and preparation of standard business documents, agreements, leases and other business communications such as bill collection letters and cease-and-desist letters
- Negotiation of settlements in non-litigated business disputes
- Advice on intellectual property matters such as trademark, copyright, patent and trade secret protection
- Fixed hourly rates of \$200/hour on all other services

The Rest

We also offer other services not covered by The Small Business PlanSM that will be provided under separate engagement, including:

- Litigation and appeals
- Purchase or sale of a business or franchise
- Securities compliance work, including any required or voluntary filings
- Preparation of private placement memoranda and subscription documents
- Intellectual property registrations
- Services requiring us to travel outside the Commonwealth of Virginia



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Participation in The Small Business PlanSM is subject to the terms and conditions to be set forth in a representation agreement between our Firm and the participant.

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