# OVERVIEW

TLC provides community-oriented legal representation to transactional clients in the following areas (as explained more fully below): business and non-profit law, entertainment law, real estate law, and community enterprise.

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| **SEMESTER(S) OFFERED** | Fall or Spring |
| **CLINICAL COURSE COMPONENT** | Transactional Law Clinical Workshop |
| **WORKSHOP COURSE CREDITS** | 2 classroom credits |
| **CLINICAL CREDITS** | 4 or 5 clinical credits |
| **LOCATION** | HLS; WCC Suite 4103 |
| **REGISTRATION TYPE** |  Helios (Community Enterprise Project is by application) |

# TYPES OF CASES/CLIENTS/PROJECTS

TLC provides students the opportunity to work directly with clients in the broader Massachusetts community on cutting- edge cases spanning the transactional spectrum. TLC students provide legal representation to entrepreneurs, small businesses, social enterprises, non-profits, community groups, recording artists and other creatives. Students can expect to work on at least four cases or projects. Typical cases include business (C Corp, S Corp, LLC, etc.) and non-profit formations; securities offerings/capital raises; mergers and acquisitions; contract drafting, review and negotiation; commercial leasing; arts, entertainment and intellectual property matters (such as trademark, copyright registration, and music and software licensing); and community economic development. TLC students and attorneys also frequently provide trainings and workshops in partnership with community, non-profit, and government groups on the legal subject matters above, and host legal office hours for entrepreneurs with the Harvard Innovation Lab and other partners.

# SKILLS

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| Client interviewing,communications, counseling | Transactional representation andnegotiation | Legal research and writing |
| Contract (and other transactional documents) drafting, review andnegotiation | Transactional deal analysis, issue identification, and deal strategy | Community education (including oral presentations) and advocacy |

**TYPICAL WORK SCHEDULE**

\**Please note this is just a mock schedule and client(s) for illustrative purposes. TLC students typically break up their 16 to 20 clinical hours across 3 to 5 days, in a variety of different ways.*

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| **Morning** | **Afternoon** |  **Evening** |
| **8:30 - 9:15 am:** Check into TLC office and go through emails and any missed phone calls.**9:15 - 10:00 am:** Draft agenda for weekly supervisory meeting/case check- in with clinical supervisor.**10:00 - 10:30 am:** Attend weekly supervisory meeting with clinical supervisor.**10:30 am - 12:30 pm:** Draft client contract on behalf of MA nonprofit client that provides free remote health care services to Ukrainians. | **12:30 - 1:30 pm:** Break for lunch.**1:30 - 3:30 pm:** Switch over to working on my case assisting a tech start-up with their first financing round. Update and send an investor questionnaire for client to use with potential investors.**3:30 – 4:30 pm:** Finish preparing for client meeting with two co-founders looking to start a small community art space/gallery in Roxbury. Incorporate the feedback I received from my clinical supervisor into my agenda for the client meeting. | **4:30 - 5:30 pm:** Meet with my community art space/gallery client to discuss their options in starting the business. Based on my research, recommend a MA Limited Liability Company and go over the steps we would take to form it for them. |