

Law Office Management Assistance Program  
(LOMAP)

**RESOURCES**

Attorney-Client Relations

[Beginning and Ending the Attorney-Client Relationship](#)  
[By Matthew F. Boyer, Esquire, Connolly Gallagher LLP, and Charles](#)  
[\(Chip\) Slanina, Esquire, Finger & Slanina, LLC.](#)  
[Presented at the DSBA Office and Trial Practice seminar on](#)  
[October 19, 2015.](#)

Disaster Planning and Recovery

[Planning for Setbacks and Disasters](#)  
[By David J. Ferry, Jr., Esquire](#)  
[Presented at the DSBA Small Firms and Solo Practitioners'](#)  
[Conference on March 24, 2017](#)

Engagement Letter and Fee Agreement

[Engagement Letter, Fee Agreement, Retainer, and Legal Research](#)  
[Agreement. Oh My! Material including sample fee agreements](#)  
[from the seminar presented on February 16, 2017 at the](#)  
[Delaware State Bar Association.](#)

Financial Management

Escrow Funds

Can You Trust Your Trust Account  
by Charles Slanina, Esquire, Finger & Slanina, LLC.  
Presented at the DSBA Office and Trial Practice seminar on  
October 19, 2015.

### Starting a Law Practice

Starting a Law Practice: And So the Adventure Begins. Material  
from the seminar presented on January 24 and 31, 2017 at the  
Delaware State Bar Association.

Open a Law Practice by Alari K. Adams. From a How-To-Kit of the  
Institute of Continuing Legal Education (ICLE) which is a self-  
supporting nonprofit organization, co-sponsored by the State Bar  
of Michigan and the law schools of Michigan.

Steps to Starting a Business in Delaware:  
<http://firststeps.delaware.gov/>

### Succession Planning

Information from the American Bar Association.  
[http://www.americanbar.org/groups/bar\\_services/resources/resourcepages/successionplanning.html](http://www.americanbar.org/groups/bar_services/resources/resourcepages/successionplanning.html)

### Technology and Data Security

Virtual Law Offices and the *Bona Fide* Office Requirement by  
Charles Slanina, Finger & Slanina, LLC. Presented at the DSBA  
Office and Trial Practice seminar on October 19, 2015.

## Websites and blog resources

<http://myshingle.com/>

<http://jimcalloway.typepad.com>

<http://reidtrautz.typepad.com>

<https://www.attorneyatwork.com>

[http://www.americanbar.org/portals/solo\\_home/solo\\_home.html](http://www.americanbar.org/portals/solo_home/solo_home.html)

## Lists of Software Programs for Small Firms

[http://www.americanbar.org/content/dam/aba/images/legal\\_tech\\_nology\\_resources/Charts/pmtbchart2016.pdf](http://www.americanbar.org/content/dam/aba/images/legal_tech_nology_resources/Charts/pmtbchart2016.pdf)

<http://www.softwareadvice.com/legal/>

<http://www.capterra.com/law-practice-management-software/#infographic>

<https://lawyerist.com/law-practice-management-software/>

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