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/res
ourcepages/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

Lists of Software Programs for Small Firms


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


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