

Certified Legal Assistant (DMV) (DMV)



Location **Washington**
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High quality, cost effective work done in a timely manner.
 We are a legal document service provider for Pro'se clients, small businesses, attorneys and the public.

Office Services:

- Real-Estate
- Process Servers
- Notary Public
- Legal Office Support

Documents Available:

- Uncontest. Divorce - Chp. 7 Bankruptcy - Incorporations
- Landlord/Tenant / Evictions/etc. - Name Change / wills
- Contracts / Small Claims / Real-Estate / Power of Attorney
- others.

Paralegal Services for Law Firm and Attorney's

- Legal Research
- Prepare Memo's and Briefs

- Interview clients/ witness

- Prepare Subpoena
- Maintain Case File Court Records
- Maintain Case File for Deadlines
- File Court Documents
- All Administrative tasks

- All Hearings

Support for General Law Firms, Some Specialized Areas:

CIVIL LAW

Landlord/Tenant, Real-Estate, Family Law, Business Law, other.



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Certified Paralegal

Documents prepared by certified
Paralegal / legal document preparer and specialist

NOTE* This is not an Attorney Service
We can not give legal advice or represent you
in a court of law.

Attorney referral services available if need