

CHARLENE K. SARICH

Paralegal

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# CHARLENE K. SARICH

Charlene is a paralegal in our business and finance practice group. Her extensive corporate experience includes drafting and filing documents relating to the formation of business entities (both in Arizona and out-of-state), corporate mergers, maintenance of corporate records, drafting board of director and shareholder meeting minutes, annual statutory filings, issuance and transfers of corporate stock, UCC filings, UCC searches and corporate searches. Charlene also assists in the estate planning area with the transfer of various assets.

# EDUCATION

Paralegal Program, Phoenix College

# AREAS OF PRACTICE

Business & Finance Estate Litigation Estate Planning Trusts & Estates

# PROFESSIONAL AND COMMUNITY ACTIVITIES

Member, Arizona Paralegal Association

# ADMISSIONS

*\*Not licensed to the practice of law*